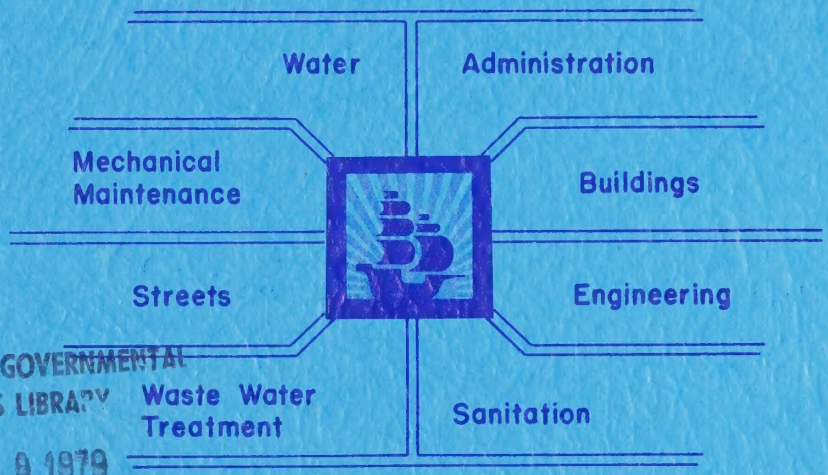
A0183
1977-1978

Department of
Public Works



INSTITUTE OF GOVERNMENTAL
STUDIES LIBRARY
JAN 19 1979
UNIVERSITY OF CALIFORNIA

1977-78

Annual Report

City of Santa Maria

CITY OF SANTA MARIA • 110 EAST COOK STREET • SANTA MARIA, CALIFORNIA 93454 • 805-925-0951

Public Works Department

November 1, 1978

Mr. Robert F. Grogan
City Administrator
City of Santa Maria
110 East Cook Street
Santa Maria, CA 93454

Dear Bob:

It is with a great deal of pleasure that this fiscal year report for 1977-78, which is the eighth in a continuing series of this type, is transmitted. Contained in this report for recordation are the significant departmental activities which have occurred during this time period.

We have attempted to include in this report material of statistical and historical value, as well as information of personal interest.

It is appropriate here to express our gratitude to the rest of the City family for the guidance and assistance which literally made many of our departmental accomplishments possible. We are even more grateful for the sympathy and understanding that was received for our failures. We look forward to the continuing opportunity to make a contribution toward the total City government's service to its community.

Very truly yours,

Reese N. Riddiough

REESE N. RIDDIOUGH
Director of Public Works

A Ø183
1977/1978

INSTITUTE OF GOVERNMENTAL STUDIES LIBRARY
109 PHILOSOPHY HALL
UNIVERSITY OF CALIFORNIA
BERKELEY, CA 94720

CITY COUNCIL

Elwin E. Mussell	Mayor
Jack Adam	Mayor Pro Tempore
George Hobbs, Jr.	Councilman
Allen Burke	Councilman
Toru Miyoshi	Councilman

ELECTED OFFICIALS

Dorothy S. Lyman	City Clerk
William W. Winter	Treasurer

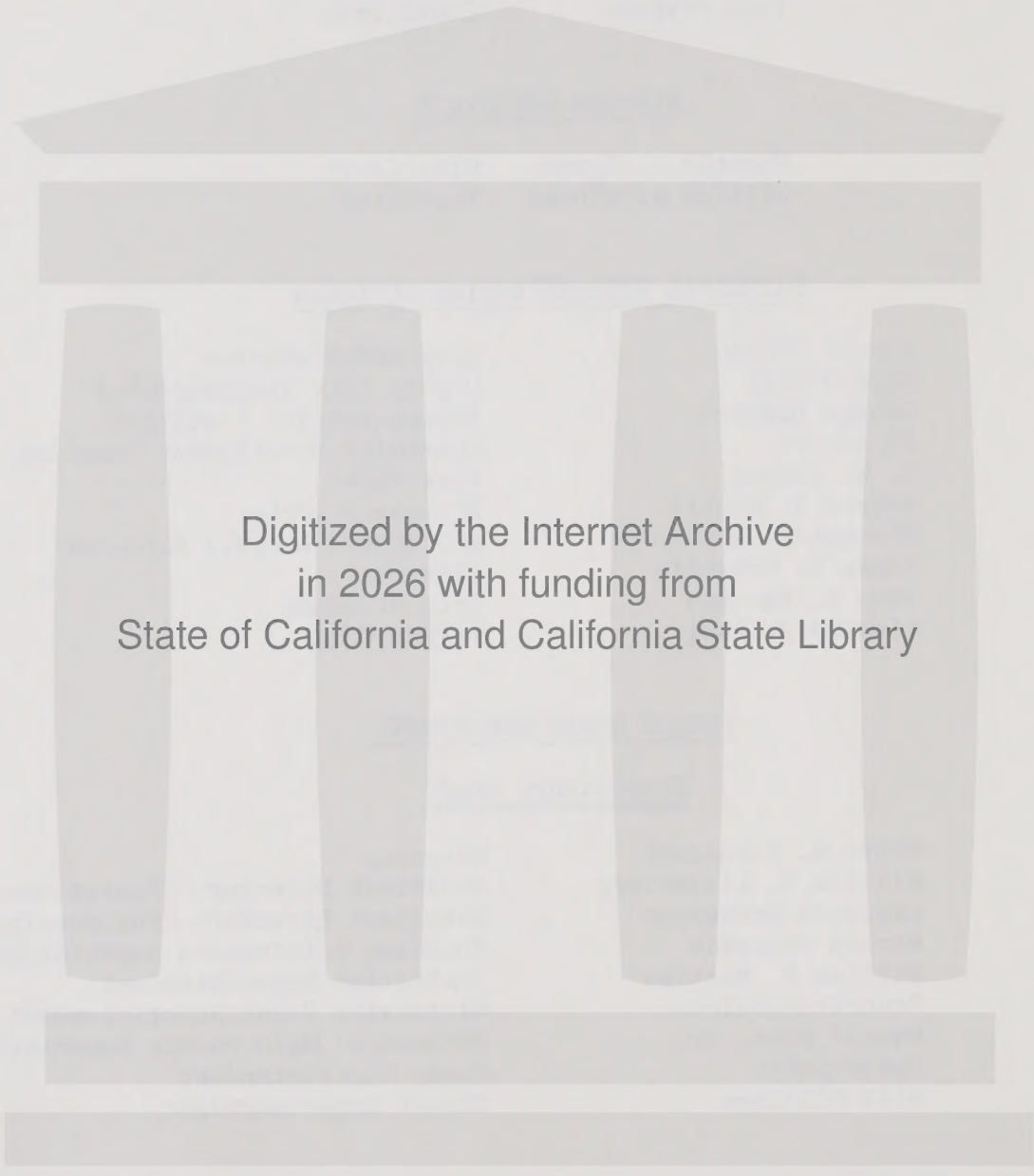
PRINCIPAL ADMINISTRATIVE OFFICERS

Robert Grogan	City Administrator
Gordon Gill	Deputy City Administrator
George Lambert	Administrative Assistant
Al Autry	Community Development Director
C. W. Crakes	Fire Chief
Robert S. Hossli	Finance Director
Michael A. Maramonte	Recreation & Parks Director
James A. Petrella	Librarian
John A. Van Ryn	City Attorney
Richard J. Long	Police Chief

PUBLIC WORKS DEPARTMENT

Supervisory Staff

Reese N. Riddiough	Director
William S. Litzenberg	Assistant Director - Operations
Lawrence McPherson	Assistant Director - Engineering
Norman Anderson	Building Maintenance Superintendent
William F. Martins	Sanitation Superintendent
Bennett Middleton	Wastewater Plant Superintendent
Harold Rios, Sr.	Mechanical Maintenance Superintendent
Jesse Smith	Water Superintendent
Bill Williams	Street Superintendent



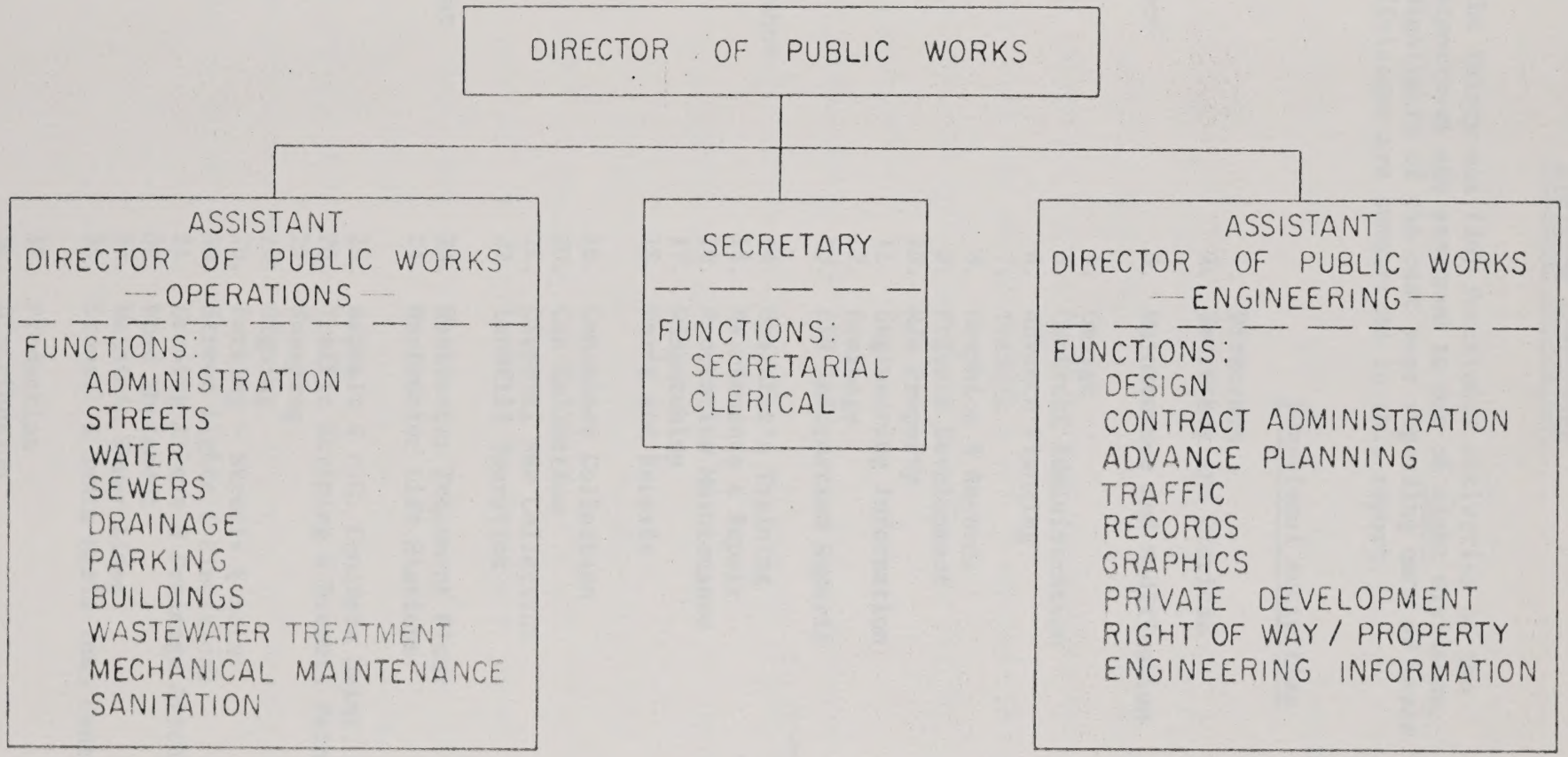
Digitized by the Internet Archive
in 2026 with funding from
State of California and California State Library

https://archive.org/details/igsl_annual-report-santa-maria-pw_1978

TABLE OF CONTENTS

	Page No.
Public Works Department Organization Chart	1
Division Activities:	2
- Administration	3
- Buildings	5
- Engineering	9
- Mechanical Maintenance	15
- Sanitation	19
- Street Division	27
- Wastewater Treatment Plant	35
- Water	41
Engineering, Operation and Administration Studies	47
Finances	50
Personnel Notes	51
Employee Roster	53

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ORGANIZATION



MICROFILMED

DIVISION ACTIVITIES

The thirty-six (36) functional activities of the department are assigned to one of eight divisions. Highlights of the past year regarding each of these divisions are summarized in this report.

Division	Functional Activities
Administration	1. Directors 2. Secretary and Clerical
Building Maintenance	3. Maintenance and Modification
Engineering	4. Design 5. Contract Administration 6. Advance Planning 7. Traffic 8. Graphics & Records 9. Private Development 10. R/W Property 11. Engineering Information 12. Drainage 13. EIR Information Reports
Mechanical Maintenance	14. Operator's Training 15. Maintenance & Repair 16. Preventive Maintenance 17. Dispatching 18. Parts and Records
Sanitation	19. Container Collection 20. Can Collection 21. Disposal Fee Collection 22. Landfill Operation
Wastewater Treatment	23. Wastewater Treatment Plant 24. Wastewater Lift Stations
Streets	25. Asphalt & P.C. Concrete Maint. & Repair 26. Traffic Striping & Stencil Painting 27. Sweeping 28. Signing 29. Parking - Streets & Lots 30. Street Lights & Electrical 31. Grading Alleys & Drainage Ditches 32. Weed Abatement 33. Maintain Sewer Lines 34. Stowell & Santa Maria Town Centers
Water	35. Production 36. Distribution

ADMINISTRATION

This division is responsible for administrative and clerical support of all activities of the department, including coordination of program planning, budget preparation and control, personnel, supervisory training, administrative reports, maintenance of engineering records and investigation of complaints.

Administratively, the department processed, through the promotional procedure, one (1) C.E.T.A. (Comprehensive Employment & Training Act) individual and one (1) person hired in a part time status under the Anti-Recession Program as full time employees. This was in addition to numerous part time employees who were processed to work for the various divisions as noted under Personnel Notes.

The Public Works Department over the past year issued 95 Street Encroachment Permit Applications for concrete work totaling $1,425.00. This money is held only as a deposit and is returned to the applicant upon satisfactory completion of the work and approval by the City. Only one permit was forfeited to the City in the amount of $15.00

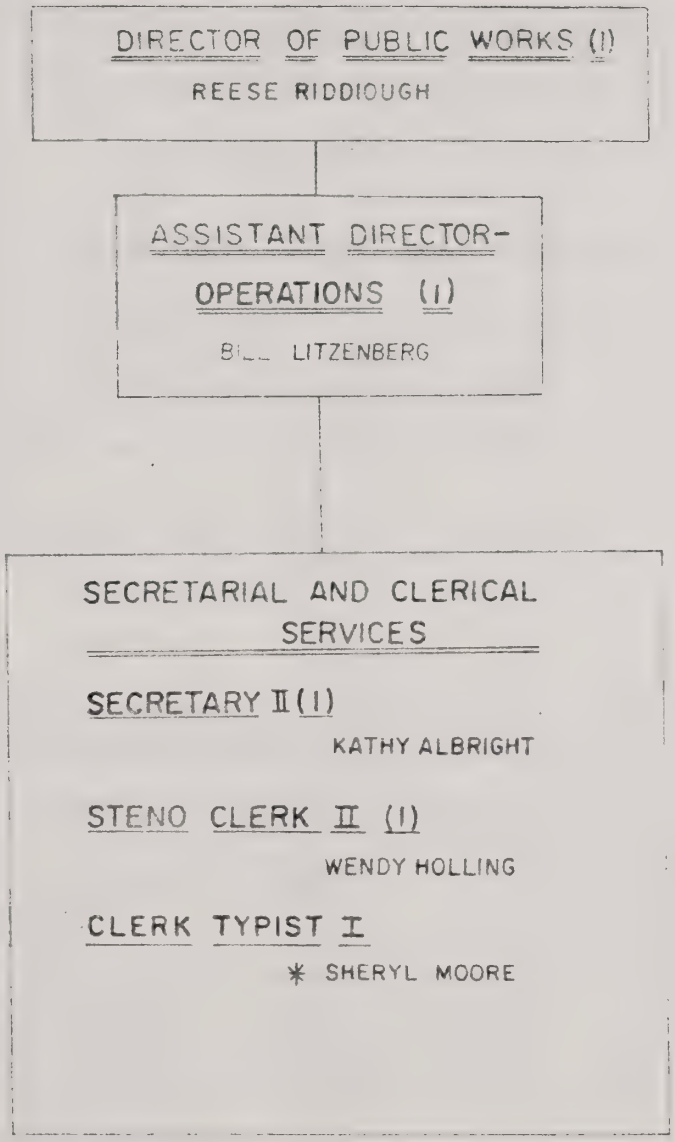
During fiscal year 1977-78, the Public Works Department issued 21 Street Encroachment Permit Applications for excavation work totaling $921.00. Approximately $354.00 of this amount has been forfeited to the City for patching six (6) of these excavations; the balance will be returned to the permittee for the satisfactory patching of excavations that were completed by him and approved by the City.

ADMINISTRATION DIVISION

CITY OF SANTA MARIA

DEPARTMENT OF PUBLIC WORKS

ORGANIZATION CHART



* CETA

BUILDING MAINTENANCE DIVISION

The Building Maintenance Division has the responsibility for maintenance and modification of Public Works Center, City Hall, Library, Police Department, the Broadway-McClelland Moduals, and advisory and modification work responsibility on the Recreation & Parks Department units. These tasks involve all functions connected in the operation and upkeep of City buildings within the realm of skills and capabilities of this division.

The tasks completed the last fiscal year totaled--material and contract service $26,324.38 of which $12,959.09 was contract services; with 13,212 manhours of which 3,603 hours were C.E.T.A., 415.5 hours work aides and 495 hours Neighborhood Youth Corps.

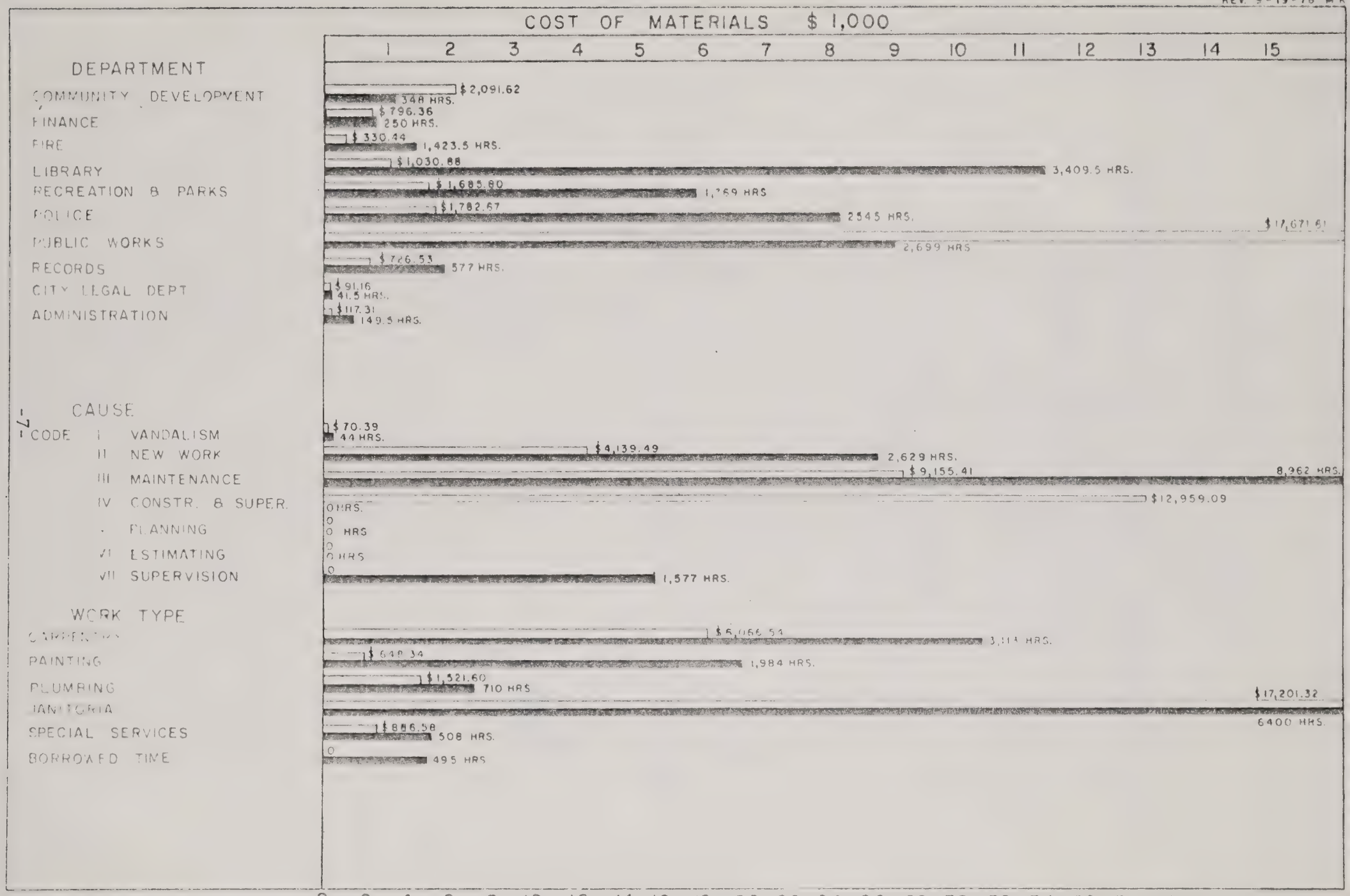
Highlights of jobs completed for fiscal year 1977-78 were as follows:

1. Painting interior and exterior of McClelland warehouse and mower shed for Recreation and Parks Department.
2. Remodeling and painting of Finance Department at City Hall.
3. Remodeling and painting of City Clerk and Legal Departments at City Hall.
4. Installation of new public address system in Council Chambers at City Hall.
5. Remodeling and installation of air scrubber at Dejoy Wastewater Lift Station.
6. Roofing open patio for exercise room at Police Department with installation of equipment.
7. Prefabrication and installation of cabinets and locks after remodeling of Fire Station No. 1.

Due to heavy work load of this Division, several tasks were not completed. However, the materials were purchased for installation in the near future (fiscal year 1978-79) of - - a new drinking fountain at City Hall, exhaust fan in Deputy City Administrator's office, replacement of fluorescent fixtures in Data Processing at City Hall, prefabrication and installation of cabinets for the vault in Finance Department at City Hall.

1977 - 1978

REV. 9-19-78 M K



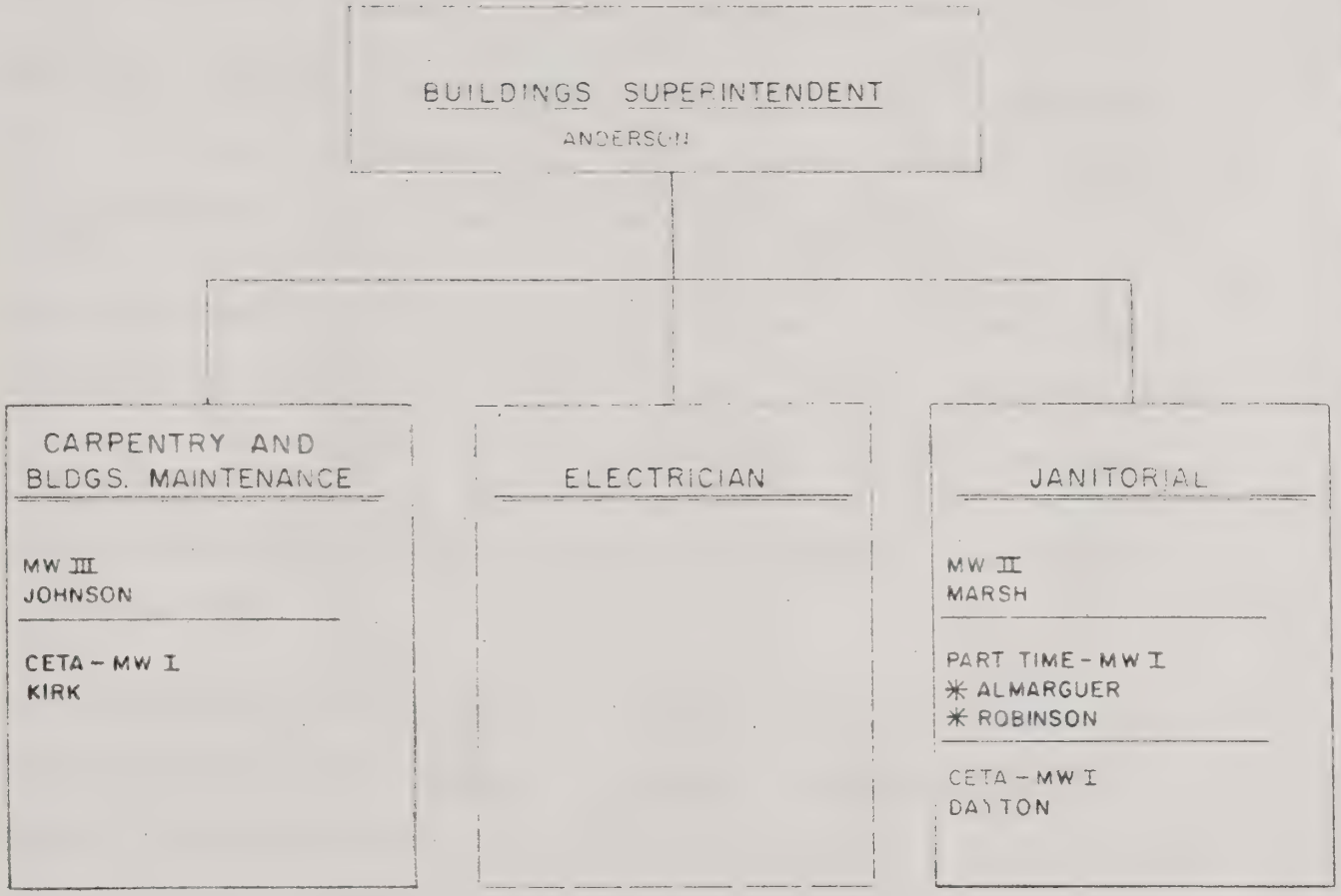
BUILDINGS DIVISION

CITY OF SANTA MARIA

DEPARTMENT OF PUBLIC WORKS

ORGANIZATION CHART

(EXISTING)



* FULL PART TIME

RE-DRAWN ... 75 MK

A-230

ENGINEERING DIVISION

Activity for this year has transferred from redevelopment to recreational projects. The Adam Park development contracts, which provide lighted tennis courts, a baseball field, and landscaping on the south phase of the park, have provided a major share of the contract volume for this year. The design was completed and construction started on a community center building at this location.

Design was finalized and construction began on the 7 million gallon water reservoir, which is scheduled to take about a year to complete. Design is also underway on the wastewater treatment plant expansion.

Private development and subdivision activity remain at extremely high levels with no foreseeable decrease in volume. It can be seen from Plate 2 that this area occupies a major portion of this division's manpower.

Personnel complement for this division, as shown on Plate 1, remains the same as last year.

Traffic activities centered around the revised Circulation Element of the General Plan along with development of plans for the modification of the Main-101 Freeway Interchange. We are continuing our study of coordination and control of the downtown area as well as coordination of traffic on South Broadway.

Plate 2 shows the major activities of this division, plus their respective approximate costs as a percentage of the total division salaries. Total includes regular salaries, over time, and part time salaries. This total was $198,500 approximately for the fiscal year 1977-1978.

Total authorized budget for this division for 1977-1978 was $264,050. The total expenditure was $264,697 or approximately 100% of the funds authorized.

Private development and subdivision activity, shown on Plate 2, include the following:

1.	Building site reports for the permit application	126
2.	Subdivision reports for Subdivision Committee meetings	46
3.	Development Coordinating reports for Development Coordinating Meetings	1

Traffic engineering and Traffic Committee activity shown on Plate 2 include the following:

1.	Curb zone and parking investigation	15
2.	Speed zone studies	15
3.	School safety	3
4.	Intersection studies - traffic control	19
5.	Traffic signal studies	2
6.	Miscellaneous traffic controls	6
7.	Traffic studies and reports	11
8.	Annual traffic count summary	
9.	Downtown computer signal system maintenance	
10.	Input to the South Broadway project for coordination of signals from Morrison to Santa Maria Way	

Current engineering projects, shown on Plate 3, includes any project that has been in design and/or construction phase during the past year. These projects, prior to construction phase, had a set of drawings and specifications prepared or reviewed by this division.

Tabulated on Plate 3 are engineering projects on which construction was started and/or completed within the fiscal year. Included facts are the final contract cost, start of construction, completion of construction, and the percent of engineering cost for the entire project based on the final contract price.

As recorded by this office, rainfall for the 1977-1978 season was 23.05 inches which is well above the average of 13.66 inches for the City.

ENGINEERING DIVISION

CITY OF SANTA MARIA

DEPARTMENT OF PUBLIC WORKS

ORGANIZATION CHART

(EXISTING 1977-1978)

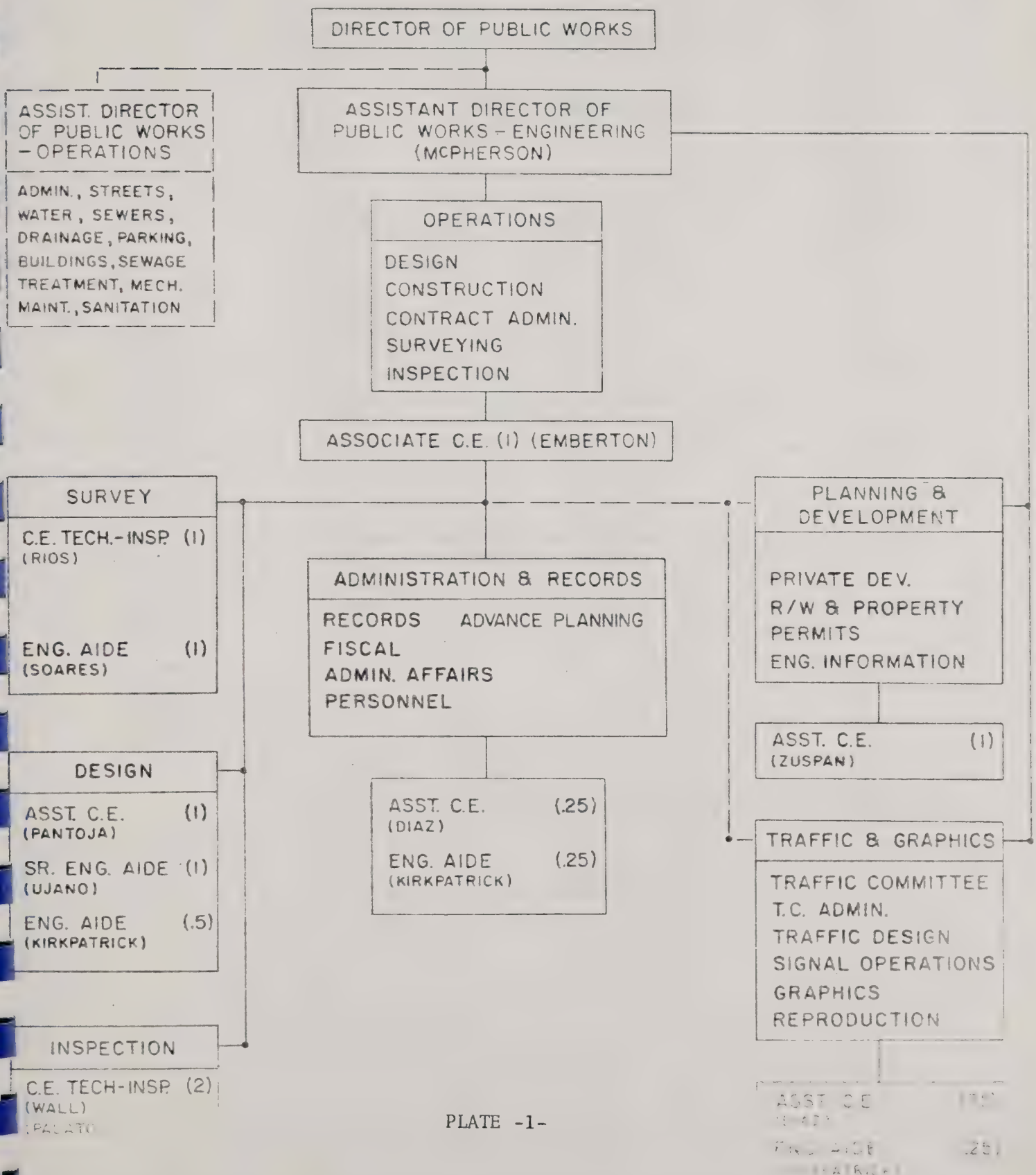


PLATE -1-

ENGINEERING DIVISION

Fiscal Year Salary Expenditure (1977-78)

Percent*	Activity Classification
28.36	Private Development, Subdivisions, Public Inquiries
29.17	Current Engineering projects; design and construction
15.35	Non-productive (meetings, holidays, vacation, sick leave)
5.46	Information and records
3.15	Advance planning, annexations, engineering studies, underground distribution, microfilming
7.35	Support services (for City departments and divisions)
10.42	Traffic engineering and traffic committee
0.38	Downtown redevelopment project: Central City, Central Plaza (NDP), Mall Buildings, Parking Structure
0.36	Administrative services, gas tas reports, 5870 proceedings
100.00%	

* Percent of total salaries.

Total salaries include regular salaries, over time and part time (summer youth employment and CETA programs).

1977-1978 Total: $198,490

PLATE -2-

ENGINEERING DIVISION
PLATE 3
FISCAL YEAR ENGINEERING PROJECTS
(Project Construction Started and/or Completed; 7/1/77 to 6/30/78)

Bid No.	Project Description	Final Const. Cost	Council Award	Council Acceptance	Percent Eng. Cost/Project	Contractor
	CITY PROJECTS					
77/10	Renovation & Modification of the Lighting Systems @ Atkinson Park	$ 6,939.00	2/15/77	9/07/77	3.85%	Advance Electrical Inc.
77/11	8" A.C. W/L Alley E/O Broadway from Morrison to Camino Colegio and McClelland from Jones to Park	$ 29,414.75	3/01/77	7/05/77	5.87%	Baker Corporation
77/13	Simas Park Lawn Bowling	$ 70,389.00	5/03/77	1/03/78	2.18%	Hi-Way Contractors
77/14	Dal Porto Water Line	$ 37,295.85	4/05/77	7/19/77	9.93%	Lopez Sewer Contractor
77/15	Well 11-S Transmission Main	$ 88,131.15	6/07/77	10/04/77	1.79%	Baker Corporation
77/17	Fairway Drive Improv. @ City Service Yard	$ 26,456.01	6/07/77	6/20/78	7.22%	A. J. Diani Construction
77/19	Sanitary Landfill Road Ext.	$ 8,247.72	6/07/77	8/23/77	18.53%	A. J. Diani Construction
77/20	Renovate Digester @ WWTP	$ 14,133.50	6/21/77	11/01/77	6.77%	Boyd Construction Company
77/22	Misc. Concrete Repairs in the City of Santa Maria	$ 5,583.53	7/19/77	12/06/77	0.39%	Tom Johnston & Son
78/1	Street Maintenance 1977	$285,184.72	8/02/77	3/21/78	1.02%	A. J. Diani Construction
78/2	Site Development-Rice Park	$ 16,317.00	8/02/77	12/20/77	5.30%	Heatherwood Landscape
78/3	Emergency Generator for Blosser Lift Station	$ 14,900.00	10/04/77	6/06/78	0.92%	Santa Maria Electric Inc.
	Morrison Street Storm Drain (Joint City-County Project)	$145,400.00 (City's Share - $107,000.00)	N/A	N/A	4.29%	Charles A. Pratt
78/5	Minor Improvements - Alvin Ave. & Oak Street	$ 10,899.05	10/18/77	6/06/78	6.04%	A. J. Diani Construction
78/7	Replace 20" Techite Water Line in Blosser Road	$154,965.00	6/06/77	7/18/78	2.71%	Baker Corporation
78/8	Miller Street Surface Improvements Bunny Ave. to Donovan Rd.	$ 46,922.00	1/03/78	6/20/78	4.14%	A. J. Diani Construction
78/9	Landscape Office Complex Central City	$ 43,700.00	12/06/77	6/06/78	2.97%	Conco Gen. Engineering
78/15	Water Line Project - 1978	$ 56,562.92	3/21/78	7/18/78	4.31%	South Coast Contractors

MECHANICAL MAINTENANCE DIVISION

This division is responsible for the management of the City's entire fleet of vehicles and other similar equipment. The mobile and stationary fleet has slightly over 210 pieces of equipment of various sizes and types. The major portion consists of passenger vehicles and trucks. The remainder may be anything from lawn edgers to Caterpillar D-8 bulldozers.

The maintenance program includes "in-house" major overhauls , tune-ups, general repairs, minor body repairs, brake work, tire repairs, lubrication, and an effective preventive maintenance program. A critical analysis is performed on each job to assure best over-all economy. This has resulted in operating the division with a minimum dollar budget. This division is unique in that it operates as a "pool" rental system for all the mechanical equipment used by all the departments and divisions and entails the development of the specifications for purchasing of same; keeps detailed records for equipment cost analysis and setting of the rental rates for vehicles as well as the City radio communication units.

During the fiscal year, vehicles traveled 1,052,458 miles, an increase of 8.8% from last year, using some 180,805 gallons of fuel, an increase of 3.9% from last year. Service fuel delivery tickets used were 14,614.

The division used 2,499 shop work orders. This is an increase of 175 more than was used last year.

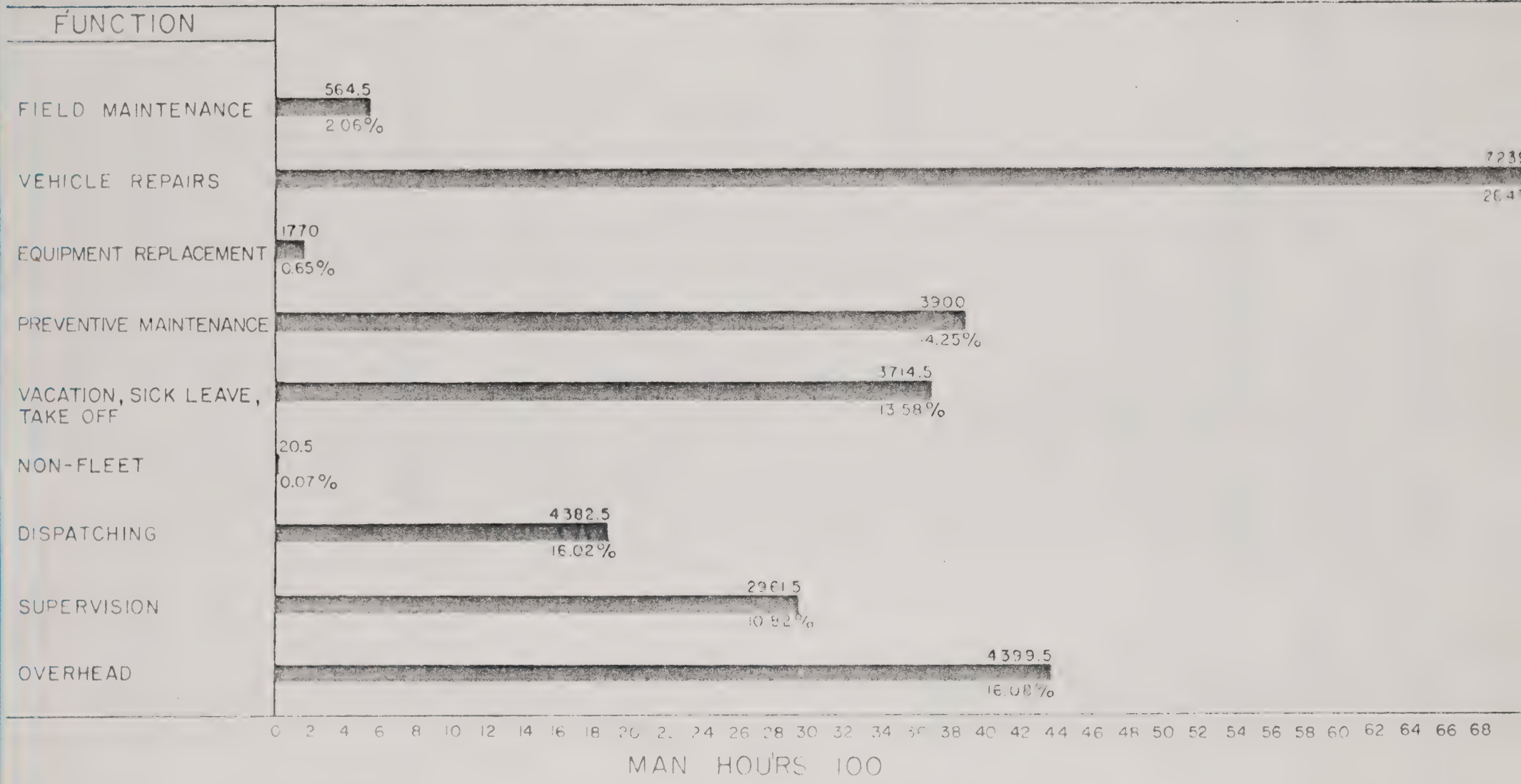
The division used 214.5 manhours to assist the other City departments on specialized projects such as fabrication and welding. The cost of personnel, equipment, and material for this service is reimbursed through "Inter-departmental" billing.

The division's total 1977-78 operating budget was $487,970. The total fiscal operating expenditure was $466,448, resulting in a savings of $21,522. A budget balance is sustained through revenue from the Pool Rental Program and other reimbursements, as follows:

a)	Assigned and unassigned vehicles	$802,627
b)	Private party accident insurance	205
c)	Sale of surplus vehicles and equipment	2,930
d)	State of California gasoline road tax rebate	1,580
e)	Miscellaneous refund and warranty repairs	3,978
		$811,320

Installation of the City's upgraded radio communication system was completed this year. Installation included three signal repeater systems for: Police, Fire and the Utility frequencies, new base control stations, the complete conversion of frequency crystals in all mobile and handi-talkie radios. Modifications were also made on the Fire Department dispatch equipment; this was done to improve the performance capabilities in Police and Fire communications.

MECHANICAL MAINTENANCE
MAN HOUR CHART 1977-78



TOTAL MAN HOURS:
27,359.0

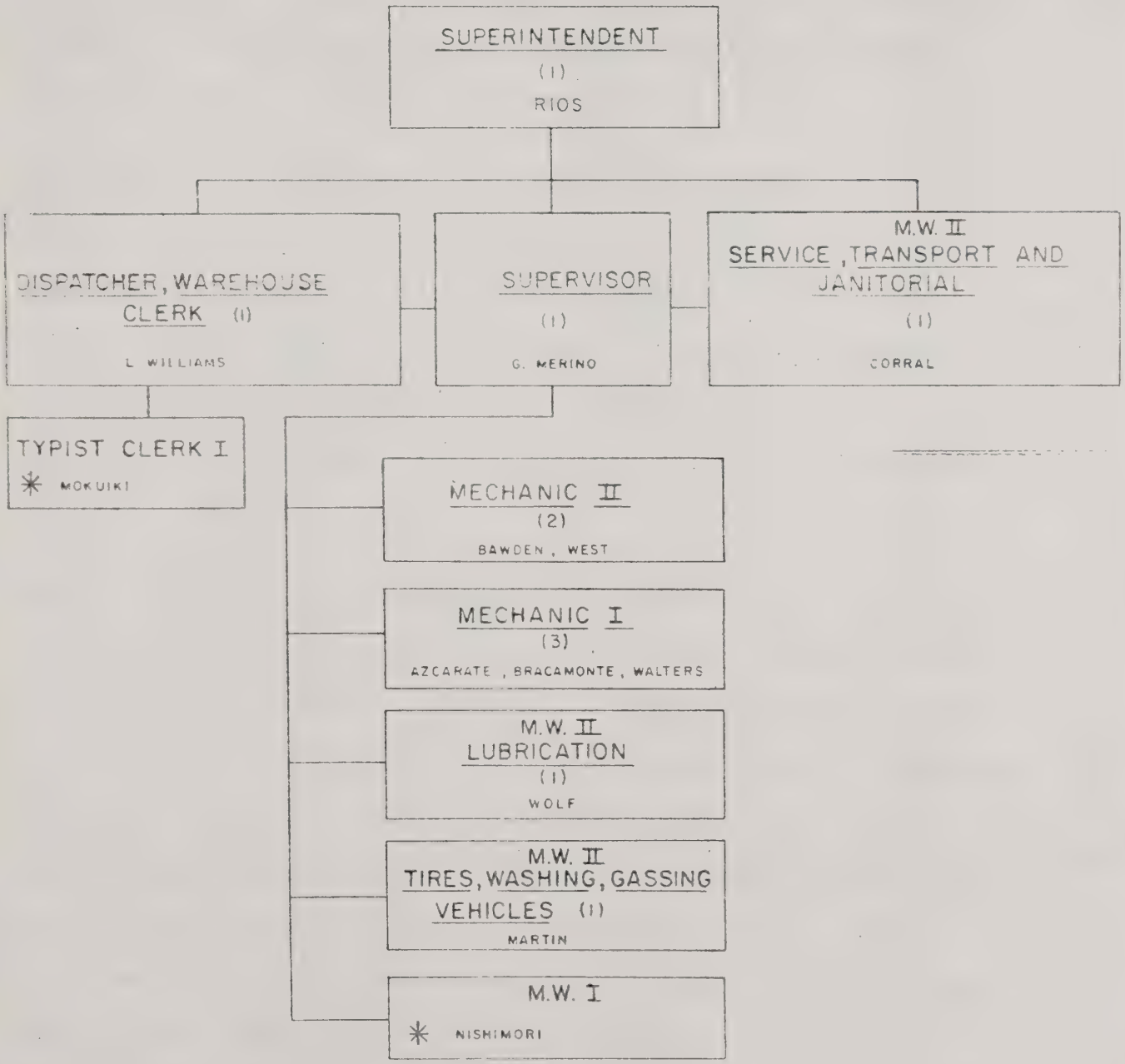
MECHANICAL MAINTENANCE DIVISION

CITY OF SANTA MARIA

DEPARTMENT OF PUBLIC WORKS

ORGANIZATION CHART

(EXISTING)



* CETA

RE-DRAWN 10-19-78 MK

A-241

SANITATION DIVISION

Collection:

The collection section of the Sanitation Division is responsible for the collection of mixed refuse from approximately 10,443 residential and commercial accounts using City personnel and equipment. This represents an increase of 5.25% in accounts serviced over last year. Residential refuse is collected twice each week and the commercial accounts are serviced from one to six times each week.

The collections are made by six residential rear loading crews, and the commercial accounts are picked up by two front loader drivers. In the near future a third route will have to be added because the existing routes are up to capacity. Residents are still bundling and putting out for collection, old newspapers. As of June 30, 1978, 196.37 tons have been collected by City crews since the program was initiated on February 1, 1974.

Shown in Figure "I" is a comparison of the number of miles traveled by all Sanitation Division trucks for each of the last ten years for the month of June of each year. The drop off in miles traveled in 1974 can be attributed to the energy shortage and a resultant change in operation. The increase in 1975 is caused by new construction and when the new scales were available early in 1975 the Highway Patrol pointed out, in the form of a warning, that some of our trucks were overloaded; as a result more trips were made to the Landfill with lighter loads. The increase this past year was probably caused by new construction.

FIGURE I NUMBER OF MILES TRAVELED

	Rear Loaders	Front Loaders	Total
June 1969	3,482	1,903	5,385
1970	3,622	2,140	5,762
1971	3,771	2,331	6,102
1972	3,814	2,294	6,108
1973	3,718	2,390	6,108
1974	3,329	2,237	5,566
1975	3,566	2,415	5,981
1976	3,324	2,710	6,034
1977	3,444	2,492	5,936
1978	3,865	2,711	6,576

Figure "II" and "III" are the tabulations showing the number of accounts for the rear loaders and front loaders over the past ten years. The significant point to be noted is that during these years the Rear Loader accounts, mainly residential, have increased 12.63 while the Front Loader accounts, mainly commercial and apartment complexes, have increased 122.12.

NUMBER OF REAR LOADER ACCOUNTS

June 30, 1969	8,844
1970	8,816
1971	8,818
1972	8,795
1973	8,843
1974	8,923
1975	9,025
1976	9,320
1977	9,470
1978	9,961

FIGURE II

NUMBER OF FRONT LOADER ACCOUNTS

June 30, 1969	217
1970	241
1971	264
1972	303
1973	329
1974	358
1975	376
1976	427
1977	452
1978	482

FIGURE III

Figure "IV" shows the total cubic yards hauled by front loaders over the past 10 year period for the month of June of each year. The increase and decreases noted below are due in part to the fluctuations in the cardboard market. Early in 1975 the market dropped thereby increasing the amount of cardboard picked up by the front loaders. Early in 1976 the price of cardboard and newspapers rose, therefore, the front loaders picked up less even with new construction. New accounts in the past two (2) years probably account for the increase in cubic yards hauled in 1977 and 1978.

NUMBER OF CUBIC YARDS HAULED BY FRONT LOADERS

June 1969	9,507
1970	13,142
1971	12,073
1972	12,900
1973	13,261
1974	13,106
1975	14,536
1976	14,501
1977	16,959
1978	17,108

FIGURE IV

Figure "V" shows the total tons hauled for the past three years for the month of June of each year.

NUMBER OF TONS HAULED

	Rear Loaders	Front Loaders
June 1976	1,035	862
1977	1,086	907
1978	1,166	1,167

FIGURE V

Capital improvements added this year consist of 46 new refuse bins purchased for new accounts.

Disposal:

The disposal section of the Sanitation Division is responsible for operation of the City Landfill along the Easterly terminus of East Main Street. This involves the spreading, compacting and covering of all refuse produced in the City, as well as all produced by residents adjacent to the City in San Luis Obispo and Santa Barbara Counties. This also includes estimating small pickup loads and collecting cash or issuing charge tickets for all loads dumping at the landfill. Some of the associated activities, are comprised of constructing and maintaining of the access road and erecting fences for the control of blowing paper.

On July 1, 1977 the rate for dumping was raised 5%, an ongoing annual raise.

The only capital improvement in 1977-78 was the 400 foot extension of the barbed wire boundry fence along the levee.

Figure "VI" shows the acreage used through the fiscal years from 1963-64 to 1977-78. The variation from a normal increase each year starting in 1968-69 to present, is caused by the different types of land being used (reuse of the old dump versus clean land). The reduction in land used in 1976 and 1977 was caused by raising the height of the finished fill higher than in previous years, in addition to the clean land now being used. The increase in land used in 1977-78 is the result of not going above the levee height to make a hill and increased use of the landfill by the public. Approximately 194.21 acres of clean land is remaining for the existing landfill operation as of June 30, 1978.

ACRES USED PER YEAR

1963-64	3.23
1964-65	3.55
1965-66	3.76
1966-67	4.10
1967-68	5.53
1968-69	7.45
1969-70	5.00
1970-71	6.81
1971-72	8.20
1972-73	5.83
1973-74	6.70
1974-75	6.05
1975-76	4.96
1976-77	4.65
1977-78	5.37

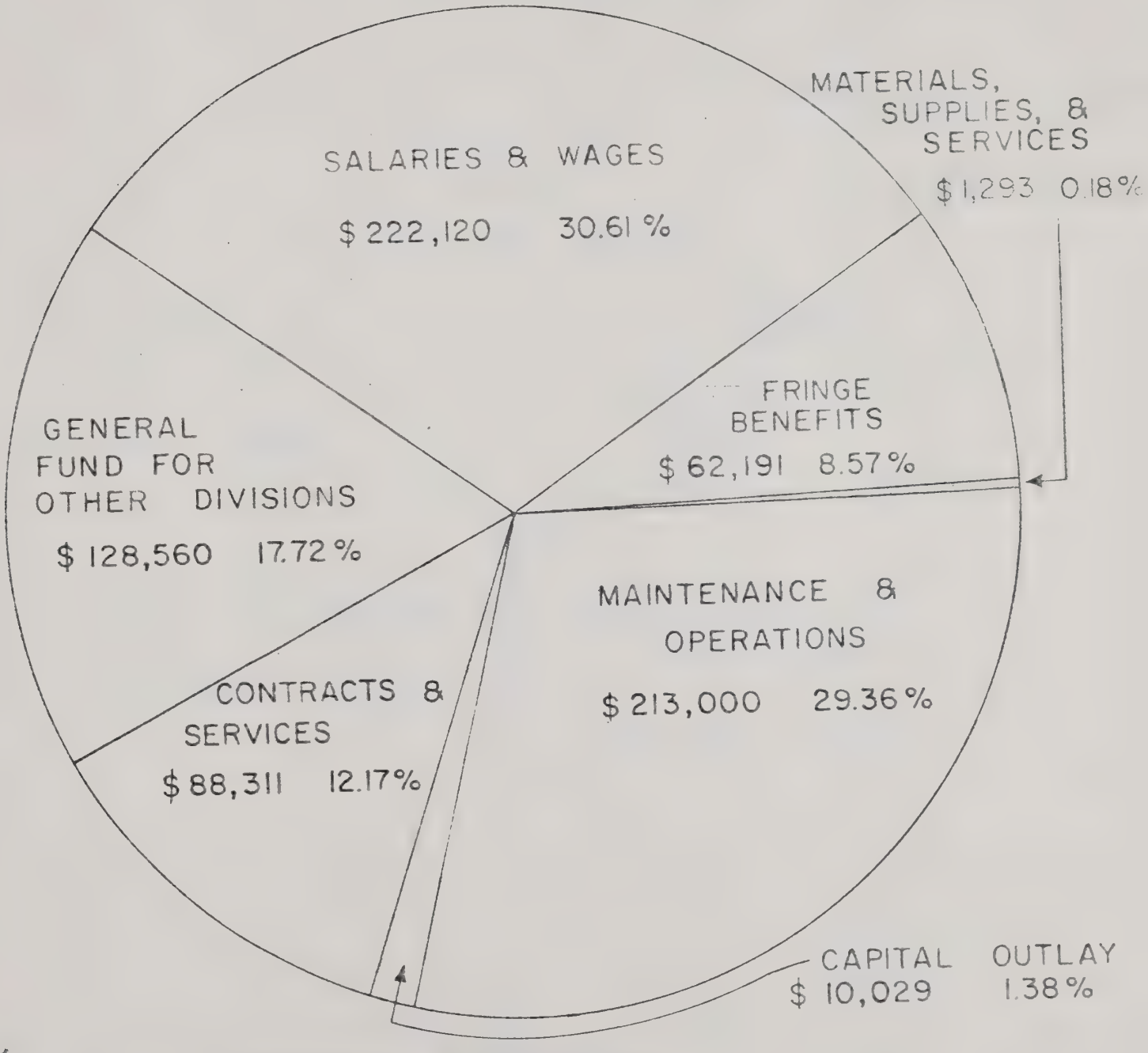
FIGURE VI

SANITATION DIVISION
COLLECTION

FUND DISTRIBUTION

1977 - 1978

INCOME $ 716,629



EXPENSE $ 725,504

DEFICIT $ 8,875

REVISED 9-1-78 MK

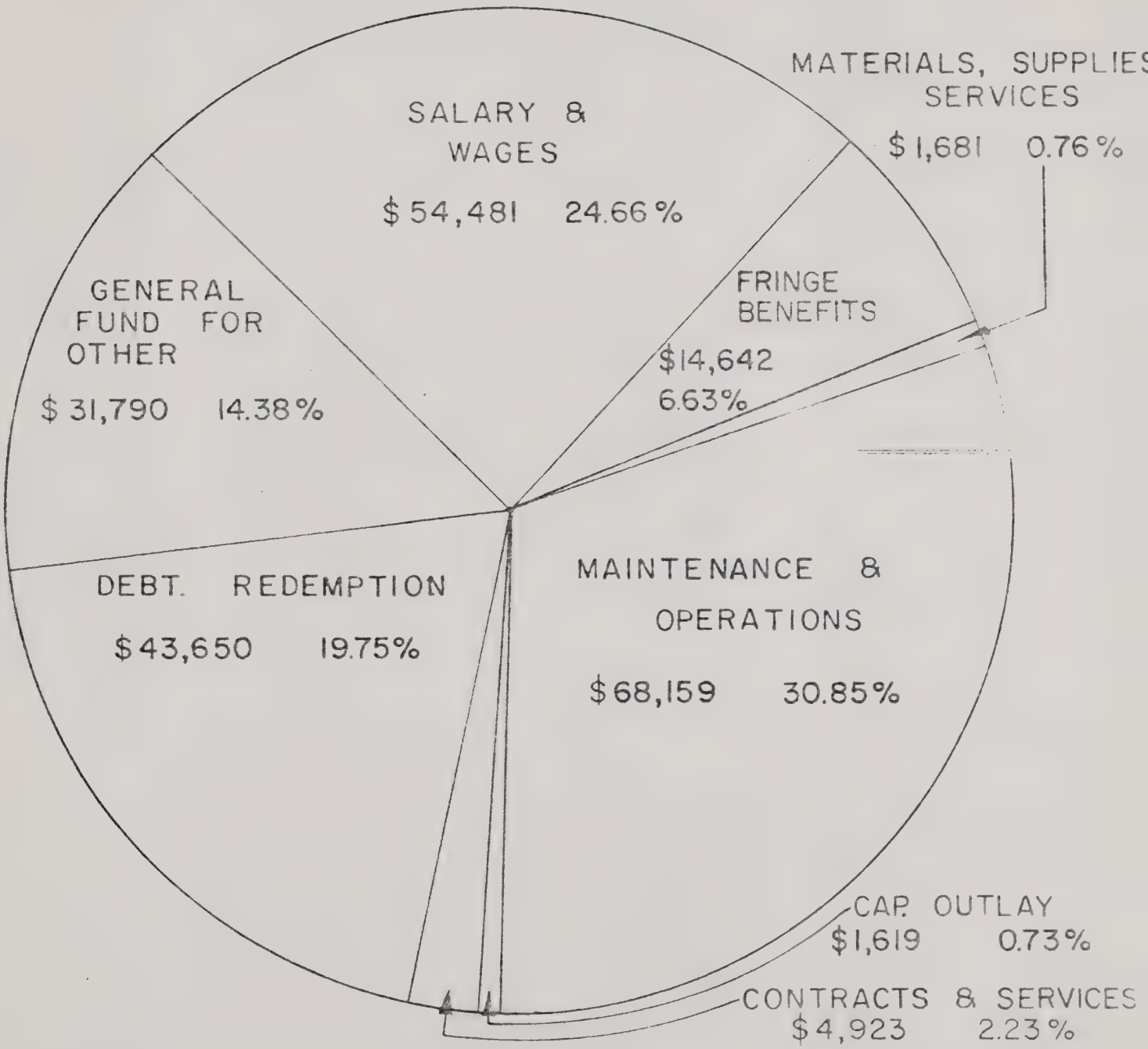
SANITATION DIVISION

DISPOSAL

FUND DISTRIBUTION FOR

1977 – 1978

INCOME $ 275,825

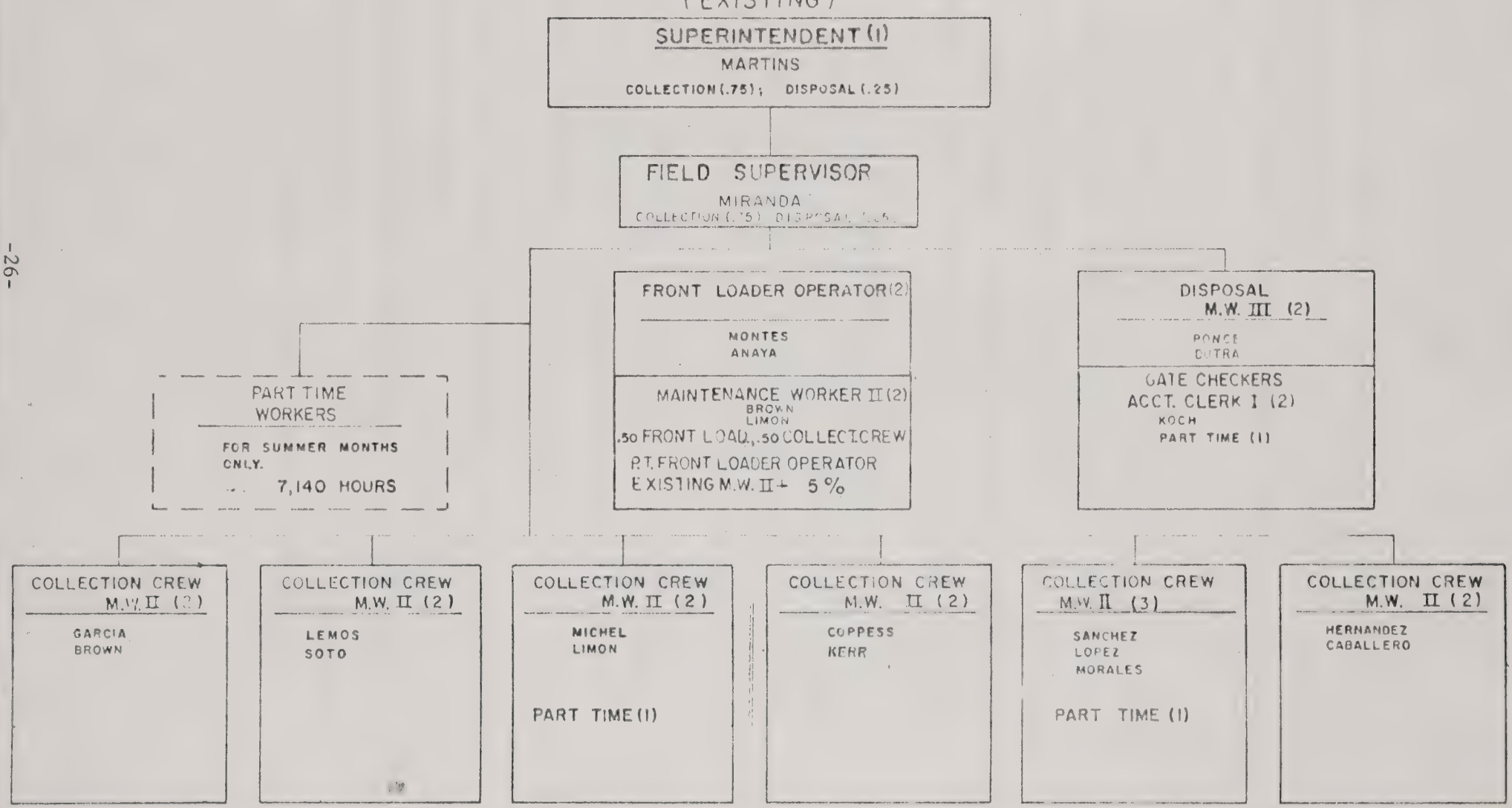


EXPENSE $ 220,945

TO RESERVE $ 54,880

REV 9-6-78 MK

SANITATION DIVISION
CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ORGANIZATION CHART



REV. 9/1/78 MK

A-240

STREET DIVISION

The Street Division is responsible for preventative and regular maintenance of the City streets with appurtenant facilities. This includes emergency maintenance or repair caused by accidents, weather conditions, settlement, or other unusual unexpected damage.

The Street Division was made up of 12 maintenance workers, 2 electricians, 2 field supervisors and 1 street superintendent during the past fiscal year; augmented by 3 part time and 11 C.E.T.A. employees under one program and 12 during a later program. Five are still remaining and two became full time employees, all were outstanding in cooperation and performance.

There were two special C.E.T.A. project programs authorized - one the introduction of a female employee to this type of work to determine whether the construction work is compatible with the female make-up, the other was an authorized C.E.T.A. funded project of street light renovation.

The degree and type of maintenance for each street or portion thereof in the total City street system of 120 miles is determined by taking into consideration traffic requirements and funds available.

High on the priority list is proper scheduling and planning of routine preventative maintenance procedures in order that any inconvenience to the public is kept to a minimum. Every effort is made to speedily correct hazardous conditions, which interfere with the flow of traffic, vehicular or pedestrian. Safety for the public is our number one consideration.

The major maintenance activities conducted by the Street Division are as follows:

1. Travel-Way Maintenance:
    a. A/C Repair - Overlays - Pea Gravel Seal Coat
    b. Sweeping
    c. Concrete Improvement Repair
    d. Traffic Control
    e. Traffic Delineation
    f. Street Illumination and Electrical Maintenance
2. Sewage Collection Line Maintenance
3. Drainage Maintenance
4. Weed Abatement
5. Stowell & Town Center Mall-Parking Lots w/Landscaping

1. TRAVEL-WAY MAINTENANCE

a. A/C Repair-Overlays-Pea Gravel Seal Coat: The travel-way maintenance program during fiscal year 1977-78 consisted of placing 1,524 tons of either SC/800 asphaltic concrete or CRS-2 with Pea Gravel on approximately 10.0 miles of City streets. This activity consisted of-repairing pot holes created by street deterioration of old asphalt; renovation in the form of preventative maintenance by an A/C overlay or pea gravel type seal coat, on the streets that have arrived at a certain criteria indicating the need. This conforms with a continuing preventative maintenance program each year that requires a 1½" asphaltic concrete blanket overlay or an oil-gravel seal coat. This past year 2,091,690 sq. ft. of the resurfacing was applied, the blanket overlay portion at a cost of $222,476,03 and the oil-gravel seat coat at a cost of $22,282.45.

b. Street Sweeping: City streets were swept on a weekly schedule with the business area on a daily basis. The three motorized sweepers were operational 621 sweeper days out of 780 sweeper days. The 159 days the sweepers were not operating were due to service repair, operator's illness, inclement weather, holidays and comp time off. The three sweepers removed and hauled to the landfill 1,987 tons of material swept off the City streets; using 10 pick-up brooms and 41 gutter brooms.

c. Concrete Improvement Repair: This maintenance activity consists of repairing damaged or hazardous concrete improvements on vehicular or pedestrian travelways. The greatest percentage of the damage is caused by tree roots. The temporary repair of the hazardous concrete areas with asphaltic concrete has allowed the concrete crew to devote more time on the replacement of curb and gutter damaged by tree roots, that tends to fall behind. There were 160 completed work orders for a total of 12,059 sq. ft. of concrete improvement repair with the use of transit-mix or mixing on-site approximately 150 cubic yards of concrete.

The division investigates all concrete improvement complaints by citizens. As previously stated the greatest percentage of damage was caused by tree roots, however, the defects were not always City responsibility. In the cases where the City was not responsible, a letter was initiated to the property owner requesting repair be accomplished. The property was posted after the official appropriate authorization and property owners were notified of time limits in which repair procedures were required. There were 12 locations repaired by the City; 9 permits issued to the property owners electing to make the repairs themselves, and 15 locations went out to contract. The contracted repairs totaled $5,583.53, and under this procedure the City is reimbursed through property assessments posted on the tax bills for all costs.

d. Traffic Control: This program includes all work performed in signing as a traffic control device and placed on City streets for the purpose of warning, regulating or guiding traffic. The work may consist of the manufacture, purchasing, assembly and installation of new signs; replacement of existing damaged signs and the repair, cleaning and painting of signs. Signs are replaced or repaired when they become defective due to age, weathering, vandalism, accidents or any other types of wear and tear.

This past year the following sign maintenance amounted to the installation of - 78 regulatory, 59 guide, 47 warning; post material amounting to 518 feet of new installations, 495 feet caused by vandalism, 71 feet due to accident. This crew also constructed 257 barricades and repaired or replaced 192 feet of guard rail.

e. Pavement Delineation: The pavement delineation program involved all work necessary to maintain and replace traffic directional street markings. Work included layout, removal of old stripes, painting of new or existing stripes and limited parking zones. This required the use of 1,141 gallons of traffic paint, 2,350 pounds of beads, 130 gallons of lacquer and paint thinner.

f. Street Illumination & Electrical Maintenance: Street illumination is a major responsibility of this division and consists in the upkeep of 2,315 street lights and in addition includes electrical service as required by all departments and their subordinate divisions for new machines either changes in electrical circuits or electrical repairs.

A C.E.T.A. funded project for renovation of badly deteriorated City street light poles was extended again this past year. An inspection had disclosed advanced stages of rusty steel bases around the welds on various street light poles, which has and could cause additional failures. Restoration on an interim basis, until such time as replacement can be funded over several years, took place on 171 light poles. The procedure was accomplished by disconnecting the electrical power, removing the pole from its concrete base, cutting a portion of the pole at the metal base, rewelding the base, cleaning and painting the pole and reinstalling it to service.

2. SEWAGE COLLECTION LINE MAINTENANCE:

Emergency sewer stoppages were given top priority and every effort was made to respond as quickly as possible. Our maintenance program with the high volicity sewer machine has reduced our sewer stoppage call backs. A preventative maintenance program caused the cleaning of 68,016 feet of sewer line and cleared as a result of sewer stoppage, 11,690 feet of sewer line. Replacement of approximately 150 feet of private sewer lateral was necessary since the damage was by tree roots on City right-of-way. The crew performing the cleaning also cleaned the culverts prior to the winter season.

3. DRAINAGE MAINTENANCE:

There are 17,000 feet of underground drainage facilities now in existance and has effected a reduction of flooding at intersections on some of our major arterials and other streets. Since the system has been in existance relatively little maintenance has been necessary. However, in the future the maintenance of the underground drainage system, culverts, and major drainage ditches will very likely increase. The present cleaning operations includes flushing of 110 intersection culverts, grading and weed control of 20 major drainage ditches; this work occurs twice annually with a 2 or 3 man crew and equipment

4. WEED ABATEMENT:

The weed abatement program takes most of seven months to complete and is conducted in five phases:

I Mid-fiscal year for lot inspection.

II Posting lots for chemical weed abatement.

III Application of chemical weed control.

IV Posting lots for weed abatement and debris removal, manually and/or with equipment.

V Manual destruction of weeds and cleaning of lots. This phase will run into the following fiscal year.

All phases require the posting and compilation of cost records to assure proper billing for each lot; all of which is forwarded to the City Clerk for the filing of assessment against the property. The entire weed abatement program during fiscal year 1977-78 came to a total of $11,053.50.

5. STOWELL & SANTA MARIA TOWN CENTERS-PARKING LOTS W/LANDSCAPING

The Stowell and Santa Maria Town Centers landscaping and parking area maintenance is performed by private contractors under the administration of the Street Division. Review for compliance with bid specifications and administration of expenditures in accordance with the contracts are the primary responsibilities. Performance standards are determined by periodic inspections and notifying the contractor of any deficiencies.

The following graph depicts manhours required for various segments of the Street Division work; note the asterisk indicates the man hours used by the electrical crew only.

STREET DIVISION MANHOURS

July 1, 1977 to June 30, 1978

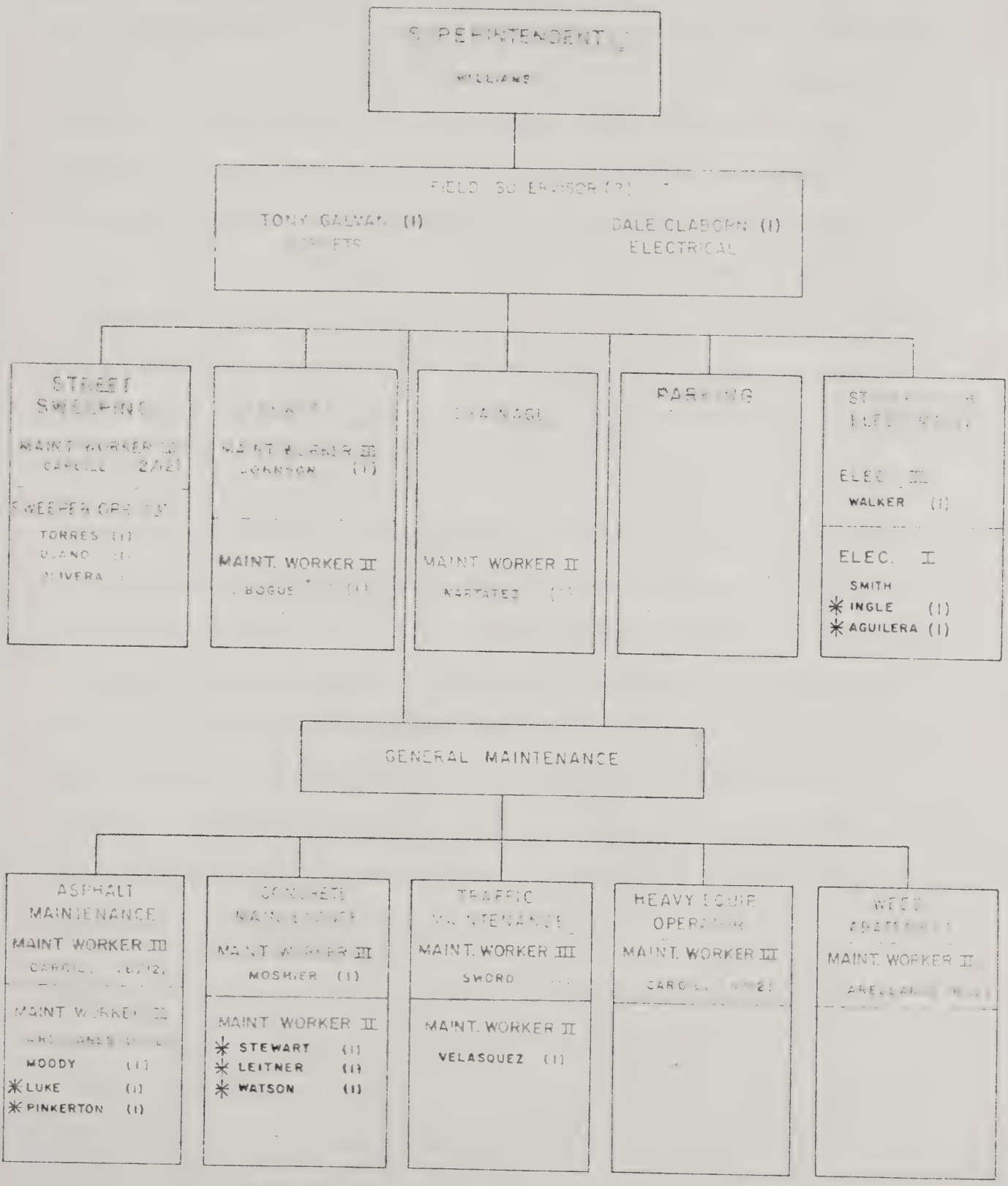
* = Electrical

TYPE OF MAINTENANCE	HOURS	MAN HOURS UTILIZED PER OPERATION (Thousand Hours) 1 2 3 4 5 6 7	% of Total
ng	6,759.0		13.24
avement Delineation	2,599.0		5.09
weeping	5,194.0		10.18
rs	1,704.0		3.34
rainage	3,674.5		7.20
lleys	1,047.5		2.05
rete Improvements	5,029.5		9.85
raffic Control	681.0		1.33
ricades	323.5		0.63
fic Illumination	4,953.5		9.71
Street Division *	473.5		0.93
Hall *	648.0		1.27
ngineering *	100.0		0.20
ecreation & Parks *	787.5		1.54
Department *	364.5		0.71
olice Department *	151.0		0.30
echanical Division *	71.5		0.14
r Division	234.5		0.46
ommunity Development *	121.0		0.24
tewater Div. *	691.5		1.35
ary *	90.0		0.18
ldg. Maintenance *	30.0		0.06
Center Mall *	608.5		1.19
nt	916.0		1.79
loating Holiday	948.5		1.86
Abatement	761.0		1.49
own Center Mall	418.5		0.82
acation	2,030.0		3.98
th Maint./Sick Lv.	1,707.0		3.34
omp Time Off	964.5		1.89
day	861.0		1.69
eal Coat/Overlays	1,414.0		2.77
Misc.	133.0		0.26
ular Hours	46,490.5		91.08
NYC & Part Time	3,688.0		7.23
Time On	859.5		1.68
TOTAL MAN HOURS	51,038.0		

STREET DIVISION

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ORGANIZATION CHART

(EXISTING)



* C.E.T.A.

REV. 9-7-78 MK

A-226

WASTEWATER TREATMENT DIVISION

The Wastewater Treatment Plant is located on Black Road approximately 2.5 miles west of Santa Maria. Its purpose is to treat all domestic and industrial waste as collected and conveyed by the sewer system, at a reasonable cost. Treatment is classed as secondary in nature through the use of biofiltration with anaerobic sludge digestion. The plant operated at approximately 85 percent design capacity and removed an average of 87 per cent of the BOD (Biochemical Oxygen Demand), 81 percent of the COD (Chemical Oxygen Demand), and 89 percent of the suspended solids (Total Non-Filtrable Residue). The plant effluent is suitable for irrigation of permanent non-dairy pasture land and fodder crops. Digested sludge averaged 54 percent volatile reduction. This sludge is dried in earthen beds and can be used as a soil conditioner in the absence of root crops.

The plant is maintained and operated by one Superintendent, one Field Supervisor, one Laboratory Technician, and four Operators. During the year two operator positions have been filled by trainees. All other positions are filled by personnel certified in compliance with State Bill AB 1691. In addition to the mandatory state certification, the laboratory technician and one operator have earned voluntary certification in the fields of laboratory technology and industrial waste inspection respectively. This voluntary certification program is sponsored by the California Water Pollution Control Association.

Tours by students and other interested groups continue to be given on request. One hundred and one students toured the plant this year. Visitors are shown and told about the various components of wastewater treatment used at the plant. Generally the tours are concluded with a visit to the laboratory where a question and answer session is held.

The following tests were performed in the wastewater treatment plant's State certified laboratory:

48	Dissolved Oxygen
51	Biochemical Oxygen Demand
49	Chemical Oxygen Demand
50	Suspended Solids
47	Grease and Oil
355	Settleable Solids
359	pH
359	Electrical Conductivity
48	Chloride ion Concentration
23	Phosphate " "
20	Sulfate " "
23	Nitrate " "
44	Sludge Samples for percent solids
45	Volatile acid and alkalinity determinations
4	Total filtrable residue

Certain tests required by the State Water Quality Control Board were beyond the scope of the plant laboratory. For this reason,"Agriculture Laboratory Services" performed the tests under contract for the annual analysis (heavy metals, methylene blue active substance, phenols, polychlorinated byphenyls, and total chlorinated hydrocarbons), the semi-annual analysis (heavy metals, MBAS, and phenols), and a portion of the quarterly analysis (sodium, boron, and total nitrogen). The results of the above tests do aid in plant operation, and in some cases, reflect plant efficiency or indicate where more source control is needed. In addition to the above, BOD and Suspended Solids tests were performed on industrial waste discharges to the sewer system as necessary for wastewater strength determinations and charges as required under the wastewater ordinance. Tests were also done on request for John Carollo Engineering.

This year's capital improvements were made at the Dejoy Lift Station; an emergency generator was installed to prevent flooding of streets and wet well with sewage. This included a fume scrubber that was purchased during 1976-77 budget year but installed this year to clean up the air coming from the wet well. The unit will improve the working conditions and reduce the deterioration of equipment from sulfides.

Other equipment purchased included a dry mil thickness gauge for measuring paint thicknesses and a holiday detector to find voids in paint.

Major maintenance operations were the cleaning sand and debris from #3 digester and the installation of a new gas collector and gas lines to complete the project; boiler repair involved removing leaking jacket and cleaning scale from outside of jackets. The repair of four circumferential cracks leaking sludge in the outer walls of digester #1 were made by Boyd Construction Company on the basis of their low bid, by sandblasting and injecting epoxy resin. Upon completion of the repair the digester was painted.

The County Air Pollution Inspector had requested and a waste gas burner was installed to flare the excess gas. Sulfides in gas are high (2000 ppm) and air quality requirements are that they be below 800 ppm. Consequently a different type media material was installed (iron sponge) in the gas scrubber and was found not to be satisfactory because the gas pressure was too slight to force the gas through the media. The existing scrubber was not large enough. Evaluation of several types of scrubber and methods were made prior to trying Ferrous Chloride which has been found to work. Four months of use has shown that a side benefit occurred when it was discovered that the magnesium ammonium phosphate crystals were not building up in the pipes and pumps as in the past. Installed new meter for gas from digester #1. Primary and secondary filters were dismantled for sandblasting, painting, and repairs. This project is expected to be finished in August. During the year three motors failed and were to be rewound, one of which was a large two speed motor for the secondary trickling filter. Four pumps were overhauled as part of the maintenance program. John Carollo Engineers were hired for phase II of the EPA grant, the plant design. This is scheduled to be completed by October 1979.

The Dejoy Lift Station had the bar-minutor ram overhauled and the old fence was replaced with chain link on the north and east side; this has cut down on the vadalism.

Revenue collected for vacuum truck, septic tank dumping at the treatment plant amounted to $8,770; the past year's total cost for plant operation was $230,396.

During the fiscal year 1977-78, 1,666,090,000 gallons of wastewater was treated at a maintenance and operations cost of $138.29 per million gallons. Total flow is lower than the previous fiscal year because of a reduction in process water used at the freezer plant packing complex and winter rains prevented crops from being planted and harvested. The low flows have caused the treatment cost per million gallons of wastewater to raise; the following table and graph show the comparative measurements over the past ten years..

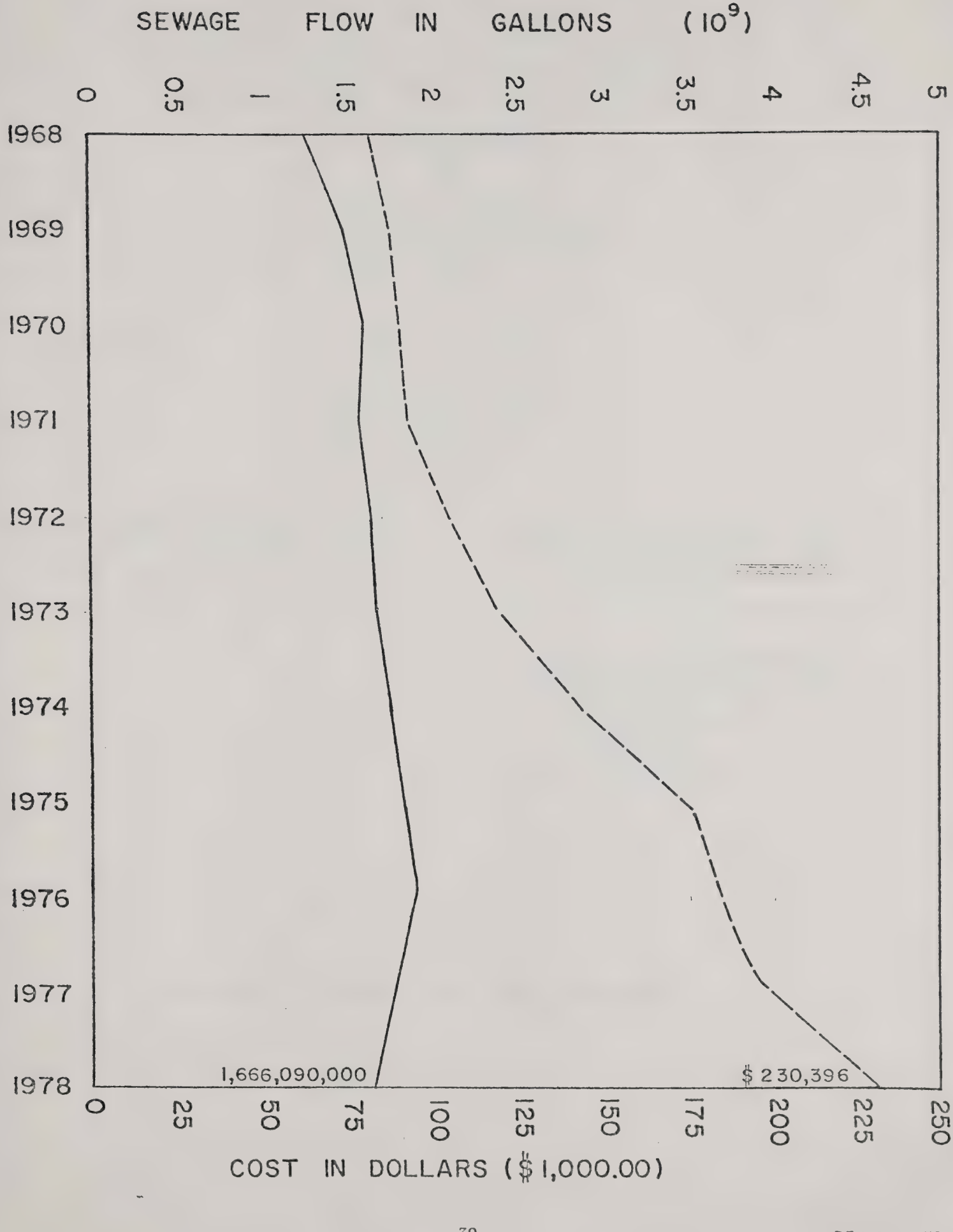
1,666,090,000 gallons = 5,113 acre feet

TREATMENT QUANTITIES & COSTS

Fiscal	Gallons Sewage Flow	Cost Treatment Per Million Gals.	Cost
1968-69	1,516,993,000	58.67	$ 89,000
1969-70	1,600,346,000	55.61	89,000
1970-71	1,583,746,000	58.09	92,000
1971-72	1,636,760,000	64.43	105,450
1972-73	1,602,693,000	75.09	120,340
1973-74	1,762,962,000	80.45	147,701
1974-75	1,814,920,000	97.95	177,779
1975-76	1,835,380,000	101.00	185,385
1976-77	1,746,560.000	113.94	199,000
1977-78	*1,666,090,000	**138.29	230,396

* 5,113 acre feet

** $45.06 per acre foot


SEWAGE FLOW IN GALLONS (10^9)
0
0.5
1
1.5
2
2.5
3
3.5
4
4.5
5
1968
1969
1970
1971
1972
1973
1974
1975
1976
1977
1978
1,666,090,000
$ 230,396
0
25
50
75
100
125
150
175
200
225
250
COST IN DOLLARS ($1,000.00)

REV. 9-14-78 M.K

WASTE WATER TREATMENT DIVISION

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS

ORGANIZATION CHART

A-291

AUTHORIZED

DIRECTOR OF PUBLIC WORKS

ASST. DIRECTOR OF PUBLIC WORKS (OPERATIONS)

SUPERINTENDENT
BEN MIDDLETON

WASTE WATER TREATMENT PLANT LAB TECHNICIAN (1)
I. A. WALKER

FIELD SUPERVISOR (1)
I. R. JAKOBSON

WASTE WATER TREATMENT PLANT OPERATORS (3)

1. R. DICKERSON
2. E. YEAGER
**3. L. SALAZAR*

* WASTEWATER TREATMENT PLANT OPERATOR TRAINEE

WATER DIVISION

The Water Division has two prime functions - - WATER PRODUCTION and WATER DISTRIBUTION. In the PRODUCTION SECTION the major maintenance items for the past year consisted of repair and reinsulation of a 350 H.P. electric motor; redrilling Well 5 A-S to a depth of 500 feet and reinstalling the resized pump; installation of air gaps in discharge of pump bypass valves at wells 8-S and 11-S to meet the requirement of the State Health Department and the public health drinking water standards. Fifty-six water samples per month were collected throughout the system by the Water Division Personnel for bacteria analysis in compliance with the State health standards. The analysis in all cases substantiated that the water system is clean. Also as required by State Health standards, tests were performed by the City Water Division on water samples for turbidity, color, odor and temperature, all were well within the standards. Repairs were made on approximately ten well chlorinators which included three rebuilt chlorinator pumps. Technical maintenance was carried out on the automatic well control and pressure control system. The system includes telemetering and electronic components at a headquarters main control panel, a failure alarm system, a sub-panel and several remote stations. The water production capability is comprised of 10 water wells and are located within the Santa Maria Public Airport boundaries, with the exception of two, close to the center of the City. The wells furnished an average 6.5 million gallons per day to satisfy the customers demands. The reservoirs used in conjunction with the wells, have a total of 8.5 million gallons storage capacity. A 7-million gallon reservoir is now under construction and will be completed during the fiscal 1978-79 year. This will increase the elevated reservoir capacity to 13.0 million gallons. The combined well production and reservoir capacity must also supply the peak demands of 13.8 million gallons per day and allow at all times for a reserve fire flow supply. This all amounts to an annual total

consumption of approximately 2.4 billion gallons. Also the drilling and test pumping of a new water well No. 11-S was completed and indicated a pump design flow of 2,400 g.p.m. could be expected. The pumping equipment is being installed and the well will be operational shortly.

The WATER DISTRIBUTION SECTION is responsible for transmitting water from the well source to the people. This service is provided to over 10,619 accounts through a water line system which is approximately 554 miles long. This section also provides the meter reading function, water billing and collection service, installation of service lines, meter maintenance and maintains all water distribution facilities in their entirety. The income from all water sold this fiscal year was $1,219,926. Totals of various Water Division functions during the fiscal year 1977-78 are listed as follows:

	FUNCTION	NO. COMPLETED
1.	Water meter readings	63,321
2.	Water service turn-ons	2,690
3.	Water service turn-offs	2,835
4.	Collections (delinquent bills)	987
5.	Water meter re-reads	2,718
6.	Miscellaneous service calls	1,556
7.	New service line and taps installed	511
8.	Water meters installed	1,091
9.	Water meters removed	579
10.	Water meters repaired in shop	476
11.	Water meters repaired in field	1,198
12.	Renovation of water meter locations	1,868
13.	Ball valves installed	591
14.	Water meter vaults installed and replaced	161
15.	Water line leaks repaired	111
16.	Flushing dead end stations	256
17.	Flushing fire hydrants	254
18.	Fire hydrant repairs, painting, & maintenance	39
19.	Main line gate valves operated	518

WATER QUALITY - Ongoing monitoring and testing of the City's water system is to assure that the water is of good quality and within the allowable limits of the State Department of Public Health.

1. Chlorination of the source water is applied at each well which carries the chlorine throughout the system and thus a 0.1 p.p.m. residual of free chlorine is maintained in the extremities of the distribution system. This minimum amount of free chlorine is a positive indicator that any pathogenic material that may have entered the system will be killed off by the chlorine exposure.

2. Bacteriological monitoring is accomplished by collecting fourteen water samples weekly at various locations in the distribution system and tested in the County Health Department Laboratory in Santa Barbara. Again this year, the excellent and continuing bacteriological free record of the City water system can be attributed to chlorination, flushing of dead end lines and fire hydrants, and an effective cross connection control program.

3. Ground water source sampling is made on an annual basis for a chemical analysis of each well. These tests show any changes in the water quality relating to mineral content. The total mineral content this past year averaged 624 p.p.m. and the hardness content was 453 p.p.m. or 26.5 grains per gallon.

4. Heavy metal analysis of each well source is tested every three years to ascertain that the water is less than the maximum allowed by the United States Public Health Standards and the State of California Department of Public Health requirements for drinking water. Consistantly the water has been within these limits.

THE CROSS CONNECTION CONTROL PROGRAM is primarily a procedure to protect the public water supply from potential sources of contamination. This refers to any connection that could permit toxic or pathegenic material, or materials objectionable to taste or odor, from entering the public water system.

During the past year the following quantities of "backflow prevention" items of work were performed:

ITEM	NO. COMPLETED
Installed	73
Replaced	2
Repaired	3
Tested	93
Installation Inspection	70
Survey Inspection	1,645
Informational Services	1,257
Conferences	74
Correspondence Reports	1,489

Capital improvements completed or contract awarded in conjunction with other named projects for 1977-78 fiscal year, consisted of five major projects: (NOTE: that Federal Revenue Sharing Funds and the expenditure of approximately $825,000 is in the Reservoir Project.)

INSTALLATION OF WATER LINES

1.	Installation of 8" A.C. water line in alley East of Broadway, Morrison Street to McClelland Street, to Camino Colegio; McClelland Street - Jones to Park Street.	$ 29,414.75
2.	Well 11-S at Santa Maria Public Airport and transmission main line from well site to Skyway Drive (also to Fairway Drive).	$ 88,131.15
3.	Replaced 20" techite water line in Blosser Road w/A.C. pipe.	$ 154,965.00
4.	Installation of 6" A.C. water main in the 200 block of Each Church - East Cypress and South Bonita.	$ 56,562.92
5.	New reservoir .5 miles south of Prell Road.	$1,025,480.00

The continuation of the present level of service to the public during the budget year of 1977-78 caused the purchase of equipment and replacements as follows:

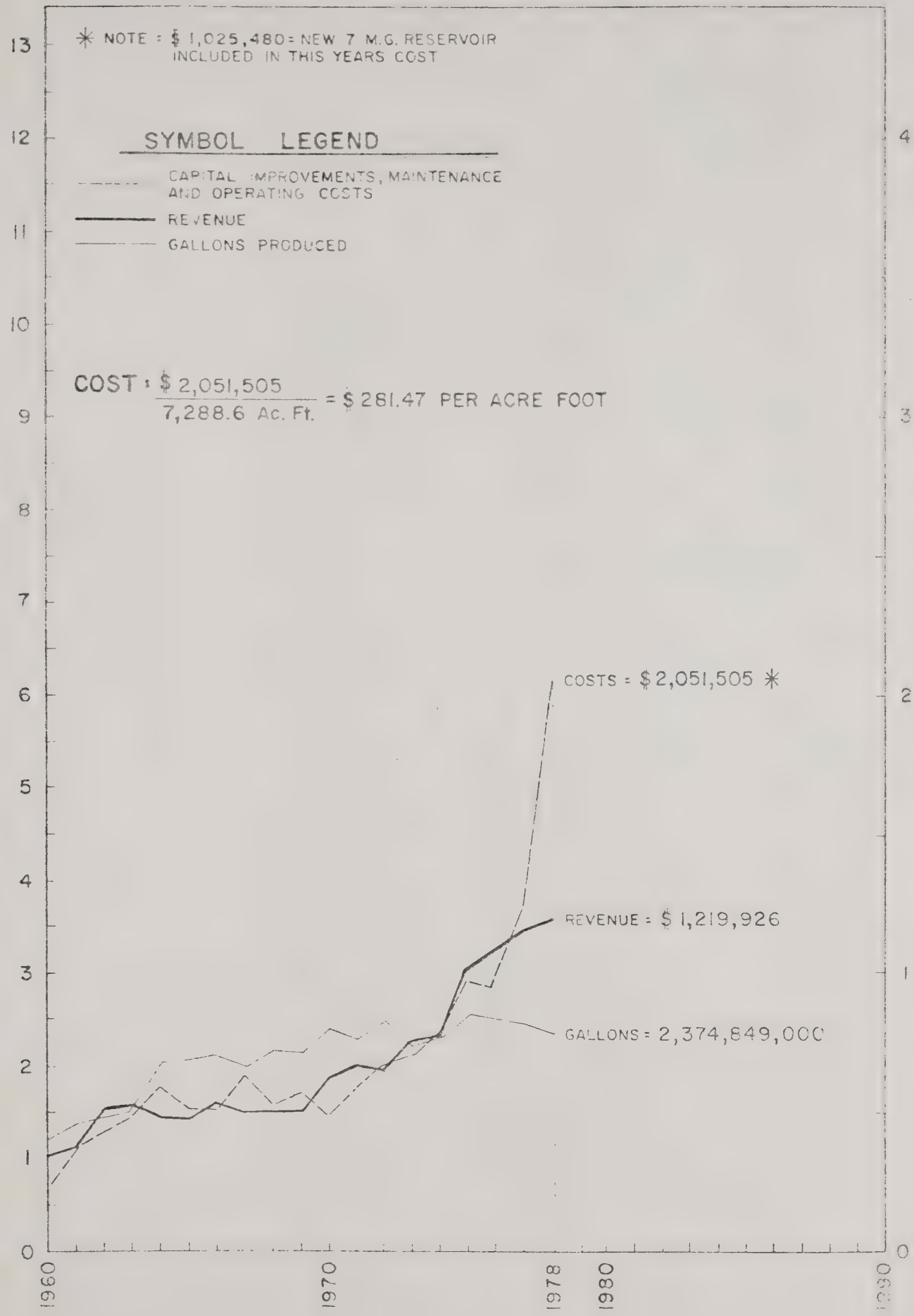
EQUIPMENT

1.	New water meters all sizes.	$35,830.00
2.	Pipe and metal locater.	$ 400.00
3.	Single circuit hydraulic V-belt driven power unit. The unit will operate jack hammers, water pumps, etc.	$ 3,800.00
		$40,030.00

COST, INCOME AND CONSUMPTION TRENDS: The following quantified trends are shown graphically on the following pages.

ANNUAL~WATER PRODUCTION

DELIVERED COSTS, SALES REVENUE

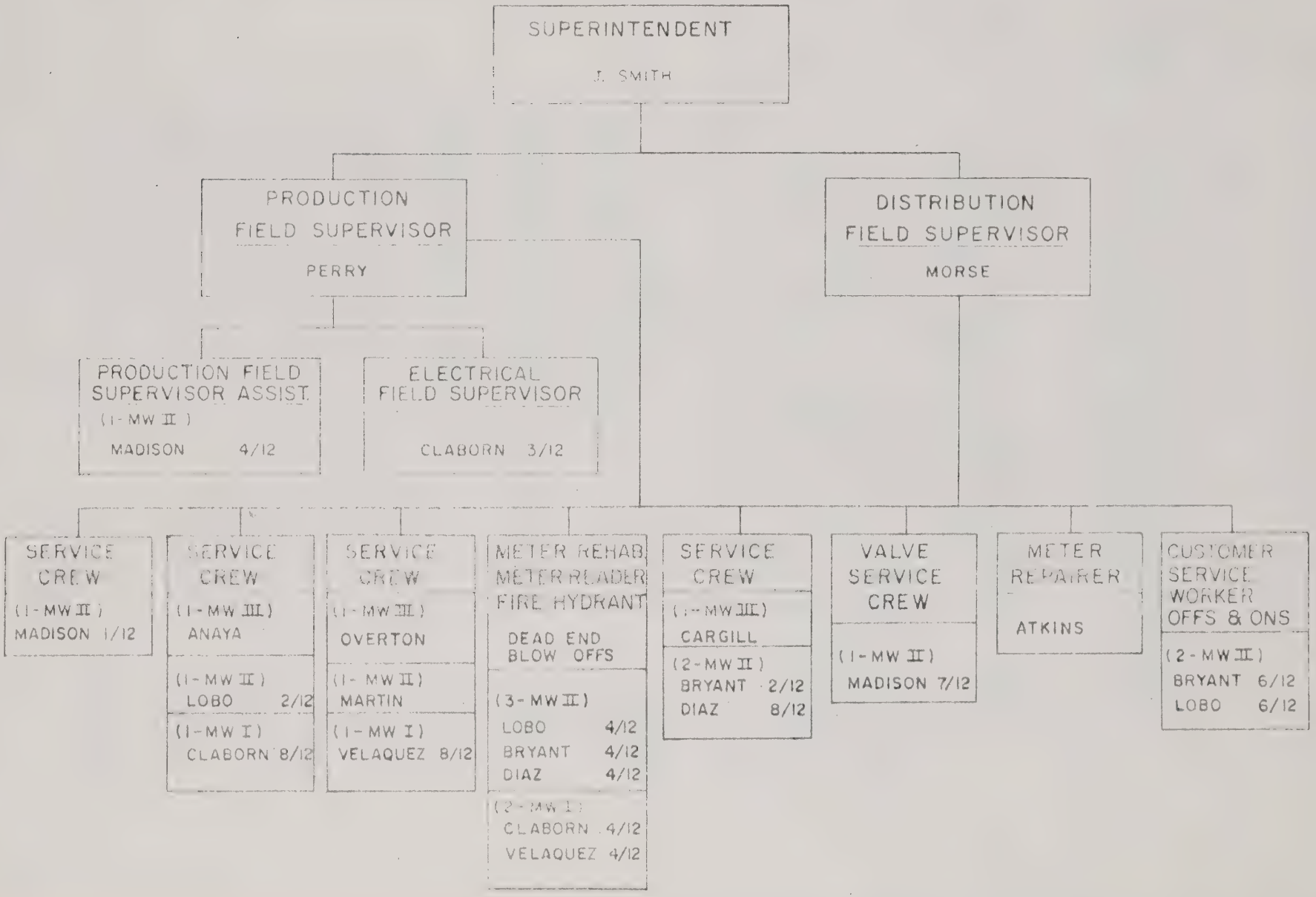

* NOTE = $ 1,025,480 = NEW 7 M.G. RESERVOIR INCLUDED IN THIS YEARS COST
SYMBOL LEGEND
CAPITAL IMPROVEMENTS, MAINTENANCE AND OPERATING COSTS
REVENUE
GALLONS PRODUCED
COST = $ 2,051,505 / 7,288.6 Ac. Ft. = $ 281.47 PER ACRE FOOT
COSTS = $2,051,505 *
REVENUE = $ 1,219,926
GALLONS = 2,374,849,000
BILLIONS GALLONS
OPERATING PRODUCTION COSTS IN $ 1,000,000 REVENUE
0 1 2 3 4 5 6 7 8 9 10 11 12 13
0 1 2 3 4
1960 1970 1978 1980 1990

WATER DIVISION

PUBLIC WORKS DEPARTMENT

ORGANIZATION CHART

EXISTING



ENGINEERING, OPERATIONS & ADMINISTRATIVE STUDIES

Standard Specifications & Standard Drawings

The Standard Specifications and Drawings are available through this office and have been updated and revised through this year. These specifications and drawings indicate typical approved methods and materials for all types of Public Works construction.

Microfilm & Indexing System

On a continuing basis, all drawings, maps, specifications and photographs produced during the year are microfilmed, mounted on aperture cards and filed with all other documents and records.

TOPICS Plan and Study Report for Santa Maria Urban Area - Implementation

This report which used uniformity of traffic control and traffic safety measures as criteria was completed in November 1973. The study identifies locations of greatest traffic congestion and relative accident frequency and also recommends remedial projects in priority of importance.

Of the eight locations recommended in the improvement plan, following is the status of each:

Priority #	Location	Status
#1	Betteravia Road & Broadway (Signal and Road Improvements)	Completed
#2	Broadway and Donovan (Signal and Channelization Improvements)	Completed
#3	Main and College (Signal and Road Improvements)	Completed
#4	Blosser and Main (Signal and Road Improvements)	Completed
#5	South Broadway and Stowell (Signal Improvements)	Completed
#6	Miller and Donovan (Signal Improvements)	Future
#7	Stowell and Bradley (Signal Improvements)	Future
#8	Broadway and Fesler	Completed

Five Year Capital Improvement Program

Along with each of the other City departments, the Public Works Department developed recommendations for capital improvements deemed desirable over the next five years. This information, after coordination with other departments and comparison with our financing capabilities by the Administrator's office, resulted in the capital improvements program section of the current year's budget.

Engineeing Division Forms and Checklists

The Engineering Division has developed standardized forms to aid in the consideration and evaluation of subdivision maps and public improvement drawings. These standardized forms are evaluated and revised on a continuing basis throughout the year.

Report on Wastewater Treatment & Disposal Facilities

John Carollo Engineers completed this report in August 1977 and submitted copies to the various concerned agencies including the Regional Water Quality Control Board and the State Water Resources Control Board. Quad Consultants under contract to Carollo, completed the draft environmental impact report and circulated it for review and comment.

On July 6, 1977, the Planning Commission conducted a public hearing to hear all testimony on the EIR and concluded action by recommending final certification to the City Council.

On August 23, 1977 the City Council approved and certified the EIR for the project and also approved the report on Wastewater Treatment and Disposal Facilities.

In conjunction with the project report, the Regional Water Quality Control Board directed the City to study the "salt problem" as brought out in the project report in more detail. A report titled Salt Discharge Reduction Measures dated May, 1978 was prepared by Carollo, approved by the City Council on June 6, 1978 and submitted to the Regional Water Quality Control Board and State Water Resources Control Board.

On November 15, 1977, the City Council approved a professional services agreement with John Carollo Engineers to perform the design (Step 2) of the wastewater treatment and disposal facilities. In April 1978, the City executed the grant offers from the State and Federal Government and design commenced shortly thereafter. It is anticipated that design will take approximately one year.

Sewer Use Ordinance

Under a separate professional services agreement, John Carollo Engineers drafted a new sewer use ordinance incorporating source control for the City complying with all State and Federal regulations. The ordinance revised all sewer use rates to a higher level, that anticipated after construction of the expanded treatment and disposal facilities under the Clean Water Grant Program which is some three years off. This will hopefully generate the

required revenue needed as local share over approximately a five year period. The ordinance was adopted by the City Council in November 1977 and became effective January 1, 1978.

Water Rate Structure Study

The firm of Urban Engineering located in Walnut, California was retained in March 1977 to review the total water rate structure in perspective with past and future incomes and capital improvements.

The report was complete in September 1977 and had the following recommendations:

1. Increase the basic connection fee charge from $208 to $267 to finance presently unfunded portion of the capital needs related to anticipated new development to the year 2000.

2. Preserve the annual five percent increase in the water rate to insure revenues keep in line with general cost trends and provide funds for five year program needs.

3. Update the service installation charge schedule to reflect current City costs.

4. Provide for periodic rate adjustments for the basic connection fee charge and the service installation charge based upon changes in the Engineering News Record Construction Cost Index.

5. Provides gradual elimination in the preferential water rate charged heavy water users.

The recommendations of the above, plus numerous clean up items representing outdated operation; addition of water main extension benefit district provisions and addition of provisions for the construction and destruction of wells were all combined in a revised ordinance of the "Water Service Generally" article of the City Code. This was presented to the City Council and subsequently adopted on December 20, 1977 and became effective on January 1, 1978.

APPENDIX B

Financial Information

			F.Y. EXPENDITURES			
CTION	Overhead	Operations	Capital Outlay	Bond Service	FUND SOURCE (S)	
NISTRATION		117,140			General	87,991
					Water	10,214
					Refuse-Coll.	9,330
					Refuse-Disp.	2,272
					Sewer	7,333
ILDINGS		137,327	1,043		General	102,310
					Water	12,635
					Refuse-Coll.	11,542
					Refuse-Disp.	2,811
					Sewer	9,072
NEERING		258,924	6,000		General	191,856
					Water	23,500
					Refuse-Coll.	21,467
					Refuse-Disp.	5,228
					Sewer	16,873
					Gas Tax	6,000
REETS		1,075,506	380,981		General	871,303
					Gas Tax	585,184
ER	12,346	54,303	87,550	103,170	Sewer	257,369
REAT. PLANT	91,694	256,668	17,848		Sewer	366,210
IT. COLL.	128,560	587,733	10,029		Refuse-Coll.	726,322
NIT. DISP.	31,790	142,810	1,619	43,650	Refuse-Disp.	219,869
NAGE		17,560			General	17,560
R	192,560	662,103	1,389,402	124,110	Water	2,308,175
CH. SHOP		466,449	6,814*		Equipment	473,263
NG DIST.				32,950	District	32,950
LL CENTER		11,316	2,000		Maint. District	13,316
RKING AUTH.		106,978			General	106,978

NOTE: The above information should not be used as final audit figures, but are reasonably accurate for the purposes of this summary.

* The equipment replacement expenditure of $83,864 is not included, but is funded through equipment pool rental program.

PERSONNEL NOTES

The total permanent employees working in the Public Works Department during fiscal year July 1, 1977 to June 30, 1978 amounted to 92, which included all the divisions. During the same period five full time employees left City employment and were not replaced.

The number of positions vacated in the department as a result of employees that either retired or left the City for personal reasons consisted of the following:

1 - Superintendent	Harold Rios, Sr. - Retired 5/17/78
1 - Water Meter Repairer	Tommy Jensen - Retired 2/01/78
2 - WWTP Operators	Craig Nielsen - Left City 10/15/77 Henry Polite - Left City 9/30/77
3 - M.W. II	Louis Borges - Retired 3/01/78 Rita Borges - Retired 3/01/78 Don Patrick - Left City 9/17/77
1 - M.W. I	Bill Barnhill - Left City 9/23/77
1 - Account Clerk I	Glenn Christmas-Left City 12/09/77

The above constitutes a turnover rate of 9.8% for all employees; 4.3% retired and 5.4% who left for personal reasons.

During fiscal year the City was still participating in the Federally funded program, Comprehensive Employment & Training Act, (C.E.T.A.). There were 14 individuals employed in this program for the fiscal year; however, as of June 30, 1978, 1 individual in the C.E.T.A. program had become a regular City employee by filling a vacancy which had occurred in the Street Division.

The remaining C.E.T.A. employees continued to fill their one year training period with the exception of 2 terminating and 1 transferring.

Summer programs were provided and training was carried out for a total of eighteen (18) Work Aides of primarily high school age young adults in the following areas:

1	Building Division
2	Engineering Division
1	Mechanical Maintenance
6	Street Division
4	Water Division
3	Wastewater Division
1	Administration
18	TOTAL

Ten (10) employees worked in the Public Works Department under the Neighborhood Youth Corps Program, which is financially supported by State funds to provide work experience and financial aid.

3	Building Division
2	Sanitation Division
2	Street Division
3	Mechanical Maintenance
10	TOTAL

PERSONNEL NOTES

The total permanent employees working in the Public Works Department during fiscal year July 1, 1977 to June 30, 1978 amounted to 92, which included all the divisions. During the same period five full time employees left City employment and were not replaced.

The number of positions vacated in the department as a result of employees that either retired or left the City for personal reasons consisted of the following:

1 - Superintendent	Harold Rios, Sr. - Retired 5/17/78
1 - Water Meter Repairer	Tommy Jensen - Retired 2/01/78
2 - WWTP Operators	Craig Nielsen - Left City 10/15/77 Henry Polite - Left City 9/30/77
3 - M.W. II	Louis Borges - Retired 3/01/78 Rita Borges - Retired 3/01/78 Don Patrick - Left City 9/17/77
1 - M.W. I	Bill Barnhill - Left City 9/23/77
1 - Account Clerk I	Glenn Christmas-Left City 12/09/77

The above constitutes a turnover rate of 9.8% for all employees; 4.3% retired and 5.4% who left for personal reasons.

During fiscal year the City was still participating in the Federally funded program, Comprehensive Employment & Training Act, (C.E.T.A.). There were 14 individuals employed in this program for the fiscal year; however, as of June 30, 1978, 1 individual in the C.E.T.A. program had become a regular City employee by filling a vacancy which had occurred in the Street Division.

The remaining C.E.T.A. employees continued to fill their one year training period with the exception of 2 terminating and 1 transferring.

Summer programs were provided and training was carried out for a total of eighteen (18) Work Aides of primarily high school age young adults in the following areas:

1	Building Division
2	Engineering Division
1	Mechanical Maintenance
6	Street Division
4	Water Division
3	Wastewater Division
1	Administration
18	TOTAL

Ten (10) employees worked in the Public Works Department under the Neighborhood Youth Corps Program, which is financially supported by State funds to provide work experience and financial aid.

3	Building Division
2	Sanitation Division
2	Street Division
3	Mechanical Maintenance
10	TOTAL

EMPLOYEE ROSTER

DIRECTOR OF PUBLIC WORKS
Riddiough, Reese

ADMINISTRATIVE DIVISION

PERSONNEL

Albright, Kathy
Holling, Wendy
**Moore, Sheryl*

ASSISTANT DIRECTOR OF
PUBLIC WORKS-ENGINEERING

McPherson, Lawrence

PERSONNEL

Diaz, Lino
Emberton, Raymond
Kirkpatrick, Mike
Palato, Carman
Pantoja, Henry
Rios, Harold C. Jr.
Soares, Herbert
Ujano, Lorenzo
Wall, Robert
Zuspan, John

ASSISTANT DIRECTOR OF
PUBLIC WORKS-OPERATION

Litzenberg, Wm. S.

BUILDING DIVISION

SUPERINTENDENT

Anderson, Norman

PERSONNEL

***Almaguer, Tony*
Borges, Louis
Borges, Rita
Johnson, Roy
**Kirk, Jim*
Marsh, Harold
***Robinson, Robert*

WASTEWATER DIVISION

SUPERINTENDENT

Middleton, Ben

SUPERVISOR

Jakobson, Russell

PERSONNEL

Dickerson, Ronald
Salazar, Leonard
Walker, Alan
Yeager, Edlebert

STREETS & SEWERS DIVISION

SUPERINTENDENT

Williams, Bill

SUPERVISOR

Claborn, Dale (Elect.)
Galvan, Tony (Streets)

PERSONNEL

*Aquilera, Dan
Bogue, Manning
Cargill, John
**Gage, David
*Ingle, Warren
Johnson, Robert
*Leitner, Layton
**Lopez, Benji
*Luke, Ron
Moody, Ken
Moshier, Don
Nartatez, John
Olivera, Theodore
Smith, Ron
*Stewart, George
Sword, Brian
Torres, Jesse
Ujano, Robert
Velasquez, Dario
Walker, William
*Watsón, Marvin

SANITATION DIVISION

SUPERINTENDENT

Martins, Bill

SUPERVISOR

Miranda, Pete

PERSONNEL

**Abrams, Cecelia
Anaya, Ernest
Brown, Billy
Caballero, Richard
Coppess, Charles
**Dutra, Gordon
**Escalante, Ed
**Escareno, Al
Garcia, Gilbert
Hernandez, Rudy
Kerr, Tommy
*Knopf, Mike
Koch, Elmer
Lemos, Jesse
Limon, Arthur
Lopez, Silvestre
Michel, Raul
Montes, Albert
Morales, Antonio
Ponce, Robert
**Ramirez, Richard
**Rojas, Richard
Sanchez, Gregory
Soto, Percy

WATER DIVISION

SUPERINTENDENT

Smith, Jesse

SUPERVISOR

Morse, Carmel (Dist.)
Perry, Jim (Prod.)

PERSONNEL

Anaya, Manuel
Atkins, Rodney
Bryant, Wayne
Cargill, Jim
Claborn, Ron
Diaz, Eddie

Lobo, Ronald
Madison, Melvin
Martin, Ernest
Overton, James

MECHANICAL DIVISION

SUPERINTENDENT

Rios, Harold Sr.

SUPERVISOR

Merino, George

PERSONNEL

Azcarate, Larry
Bawden, Frederick
Bracamonte, Daniel
Corral, Charlie
Martin, Jerry
*Mokuiki, Donna
*Nishimori, Cliff
**Park, Robert
Sturgeon, Leslie
**Vajar, Daniel
West, Millard
Williams, Larry
Wolf, Marcelino

* CETA Employee

** Part Time

U.C. BERKELEY LIBRARIES
C123323204

INSTITUTE OF GOVERNMENTAL STUDIES LIBRARY
109 PHILOSOPHY HALL
UNIVERSITY OF CALIFORNIA
BERKELEY, CA 94720